

**CITY OF SHOREVIEW
AGENDA
REGULAR CITY COUNCIL MEETING
MARCH 18, 2013
7:00 P.M.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

PROCLAMATIONS AND RECOGNITIONS

CITIZENS COMMENTS - *Individuals may address the City Council about any item not included on the regular agenda. Specific procedures that are used for Citizens Comments are available on notecards located in the rack near the entrance to the Council Chambers. Speakers are requested to come to the podium, state their name and address for the clerk's record, and limit their remarks to three minutes. Generally, the City Council will not take official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.*

COUNCIL COMMENTS

CONSENT AGENDA - *These items are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda.*

1. March 4, 2013 City Council Meeting Minutes
2. Receipt of Committee/Commission Minutes-
 - Planning Commission, January 29, 2013
 - Planning Commission Workshop, February 26, 2013
 - Bikeways and Trails Committee, March 7, 2013
3. Monthly Reports
 - Administration
 - Community Development
 - Finance
 - Public Works
 - Park and Recreation

4. Verified Claims
5. Purchases
6. Acceptance of Gift from SESCA
7. Approval of 2013 Slice of Shoreview Coordinator Contract
8. Approval of Computer Room Air Conditioning Replacement

PUBLIC HEARING

GENERAL BUSINESS

9. Establish Parking Restrictions on West Side of Churchill St.

STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS

SPECIAL ORDER OF BUSINESS

Executive Session – Pending Litigation – Abatement Nuisance, 1648 Lois Drive

ADJOURNMENT

*** Denotes items that require four votes of the City Council.**

**CITY OF SHOREVIEW
MINUTES
REGULAR CITY COUNCIL MEETING
March 4, 2013**

CALL TO ORDER

Mayor Martin called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on March 4, 2013.

PLEDGE OF ALLEGIANCE

The meeting opened with the Pledge of Allegiance.

ROLL CALL

The following members were present: Mayor Martin; Councilmembers Johnson, Quigley, Wickstrom and Withhart.

APPROVAL OF AGENDA

MOTION: by Councilmember Wickstrom, seconded by Councilmember Johnson to approve the March 4, 2013 agenda as submitted.

VOTE: Ayes - 5 Nays - 0

PROCLAMATIONS AND RECOGNITIONS

There were none.

CITIZEN COMMENTS

There were none.

COUNCIL COMMENTS

Mayor Martin:

The building permits have been granted for Trader Joe's and construction has begun. Opening is expected near Labor Day.

Friday, March 8th will be a Dive In Movie Night. The movie is *Madagascar III*.

Oakhill Montessori will hold its annual fundraising gala at Jimmy's in Vadnais Heights on Saturday, March 9, 2013, at 5:30 p.m.

Councilmember Wickstrom:

Beyond the Yellow Ribbon will hold a *Build Your Own Burger* event on Monday, March 11, 2013, at 5:00 p.m. at the VFW in White Bear Lake. The Steering Committee will also meet that day at 4:00 p.m. at the VFW. Anyone interested is welcome to attend.

The EQC will hold the third of its seminar series on Wednesday, March 20, 2013. John Moriarty from the Three Rivers Park District will speak on the Use of Trees and Landscaping. He will talk about what trees are hardy that would be good to plant to replace ash trees that are being taken out.

Councilmember Johnson:

The Community Center is offering free fitness classes at the Community Center March 18 through March 23. All are invited to take advantage of this offering.

Councilmember Quigley:

There is a new playground project planned at Turtle Lake School to make all equipment accessible to anyone with disabilities.

Councilmember Wickstrom suggested that the Bike and Trailways Committee look into reducing the speed on Lexington by Turtle Lake School, especially with more children wanting to cross to the playground.

The Shoreview Area Housing Initiative will meet at the Community Center on Thursday, April 11, 2013. This program seeks to find ways for single-parent families to afford homes.

CONSENT AGENDA

Councilmember Withhart asked a question about a purchase under No. 4 of the Consent Agenda. City Manager Schwerm explained that it is for the Department of Corrections crew doing work in the City.

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to approve the Consent Agenda, for March 4, 2013, and all relevant resolutions for item Nos. 1 through 8:

1. February 19, 2013 City Council Meeting Minutes
2. Receipt of Committee/Commission Minutes
 - Park and Recreation Commission, January 24, 2013
 - Economic Development Authority, February 4, 2013
 - Economic Development Commission, February 19, 2013
 - Environmental Quality Committee, February 25, 2013
3. Verified Claims in the Amount of \$520,584.91
4. Purchases

5. Approval of Application for Exempt Permit - Pinnacle Athletic Club
6. Approval of Revised Site Development Agreement - Lakeview Terrace Plat #2
7. Resolution approving Employee Handbook Changes
8. Acceptance of Gift of AED for Maintenance Center

VOTE: Ayes - 5 Nays - 0

PUBLIC HEARING

VACATION OF UTILITY EASEMENT - LAKEVIEW TERRACE, 3588 OWASSO STREET NORTH

Presentation by City Planner Kathleen Nordine

Tycon Companies has applied for a vacation of 3588 Owasso Street North. Plans for the Lakeview Terrace have been approved. Title work on the property discovered another easement which must be vacated for the redevelopment to proceed. The easement is for storm sewer granted to the City in 1974. The pipe will be removed.

Notices have been published. Staff is recommending vacation of the easement.

Mayor Martin asked if there is a strip of property to be vacated or just the pipe in the ground. Ms. Nordine answered that it is just the pipe.

City Attorney Filla stated that the required notices for the public hearing have been provided.

Mayor Martin opened the public hearing. There were no comments or questions.

MOTION: by Councilmember Johnson, seconded by Councilmember Withhart to close the public hearing at 7:17 p.m.

VOTE: Ayes - 5 Nays - 0

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to approve Resolution No. 13-25 vacating an existing storm sewer pipe on the Lakeview Terrace/Midland Plaza Redevelopment property, 3588 Owasso Street.

VOTE: Ayes -5 Nays - 0

GENERAL BUSINESS

ITEMS RELATED TO OWASSO STREET REALIGNMENT

- A. APPROVAL OF PLANS AND SPECIFICATIONS, AUTHORIZE AD FOR BID
- B. ESTABLISH PARKING RESTRICTIONS

Presentation by Public Works Director Mark Maloney

The approvals requested are for the public road improvement portion of the Lakeview Terrace redevelopment project. The plans and specifications have been developed in concert with the developer's contractor. The realignment is to adjust Owasso Street to align with County Road E at Victoria Street. Approximately 800 feet of roadway will be removed and reconstructed. This project requires acquiring right-of-way from CP Rail. Negotiations are ongoing with the railroad. Public utility work will entail moving water and sanitary sewer to the north. Storm water improvements will be tied into the new building site.

A temporary connection for Owasso to Victoria will be open throughout the project, although there may be one week when the street has to be closed.

County Road E will be widened on the south side for the new intersection with Victoria Street. The soils are poor and light weight fill will be used. The work will mean relocation of City fire hydrants. Storm drainage improvements will be done on the west side of Victoria Street to comply with Ramsey-Washington Watershed District standards. An off-street trail will be installed on the west side of County Road E, which will mean relocation of some private Xcel utilities. Also, an agreement has been reached with Island Lake School for fencing.

Victoria Street work consists of new pavement to accommodate the new turn lanes with the realigned Owasso Street. When the project is done, the entire intersection will be repaved. Traffic signals will improve traffic flow but will also include preemption by the railroad and Lake Johanna Fire Department. The north side of County Road E will have raised medians and a new rail crossing. When the railroad contractor does this work, it is anticipated that Victoria Street will be closed from one to two weeks.

Councilmember Wickstrom asked if the work could be done over the summer when school is out. Mr. Maloney agreed that would be the City's preference, but it will be a railroad contract on railroad property, and the railroad will have the final say on when the work is done.

Project Schedule:

March 4, 2013	Approve plans and specifications, authorize bidding
April 15, 2013	Public improvement contract award
November 2013	Major road reconstruction complete
June/July 2014	Final completion, restoration
September 2014	Finalize assessment

The total estimated cost for this public improvement portion of the total redevelopment project is \$3,086,430:

Construction estimate:	\$2,169,377
Railroad signal:	345,171
Right-of-Way easements	110,376
Engineering/design/construction	412,500
Relocate Xcel electrical	29,006

Relocate Xcel gas	<u>20,000</u>
Total:	\$3,086,430

Financing sources include:

TIF	\$1,087,000
Metropolitan Council Grant	655,000
Ramsey County	360,000
Assessment estimates	1,180,880

Staff is recommending approval of the plans and specifications to authorize public bidding and establish parking restrictions for the Owasso Street Realignment.

There is no parking on Owasso Street, and the same parking restrictions are proposed for realigned Owasso Street. The Council must readopt the restrictions as part of the state aid roadway standards.

Mayor Martin asked if the right-of-way cost is for the easements from the railroad. Mr. Maloney answered that the majority of cost is for railroad easements, but a small easement is also needed from Deluxe Corporation.

Mayor Martin asked if negotiations with the school district have included bus pickup times and how those times impact Victoria Street. Mr. Maloney responded that the school is aware of the problem. There is a left turn lane and one general traffic lane. With a dual left turn lane, it will clear the intersection much faster. There will be one dedicated through lane to Owasso and a dedicated right lane. That is what the City and County are doing to clear the intersection. The pedestrian crossings consolidated at the intersection will also help.

Councilmember Withhart asked what a light fill is composed of. Mr. Maloney stated that rather than straight gravel, it is material that has air in it that does not compact densely. Otherwise, all the poor soils would have to be removed and replaced. This material will settle quickly and last a long time.

Councilmember Withhart asked the reason curb and gutter are not put in rather than continuing the ditch system on the south side of County Road E. Mr. Maloney answered that it is because of watershed permit requirements and water treatment prior to discharge. Flowing through the ditch is a form of storm water treatment.

Councilmember Johnson asked if other grant dollars would be available. Mr. Maloney stated that staff is not aware of another grant opportunity. Councilmember Withhart explained that the current livable communities grant was a difficult grant to receive, and the City actually applied twice before it was granted. It is not just for the road improvement but also tied to the housing portion of the project.

Councilmember Wickstrom asked if there will be adequate signage on County Road E going east to make sure traffic does not cross the intersection to go straight and end up on Owasso Street,

when County Road E turns right. Mr. Schwerm stated that a sign is planned for Midland Terrace to indicate entrance of that development. Mr. Maloney stated that there will be signage in advance of the intersection that County Road E turns.

Mayor Martin opened the discussion to public comment.

Mr. Gene Purcell, 675 Harriet, asked from what direction all the material for construction will be brought in. Mr. Maloney stated that it has been made clear to the contractor that all access will be from Victoria Street.

Planning Commissioner Thompson asked if a dual right turn lane had been considered to ease school traffic. Mr. Maloney stated that it would not work at a controlled intersection, and there is not enough width. Also, there is not a lane on Victoria to accept additional right turn traffic from County Road E. Traffic on Victoria is coming from elsewhere and possibly from Owasso Street.

MOTION: by Councilmember Withhart, seconded by Councilmember Quigley to adopt Resolution No. 13-26 approving plans and specifications for Owasso Street Realignment, City Project 09-12, and ordering the taking of bids on Thursday, April 4, 2013 at 10:00 a.m., at the Shoreview City Hall.

VOTE: Ayes - 5 Nays - 0

MOTION: by Councilmember Withhart, seconded by Councilmember Johnson to adopt Resolution No. 13-27 prohibiting parking on both sides of Owasso Street from Harriet Avenue to Victoria Street (CSAH 52).

VOTE: Ayes - 5 Nays - 0

APPOINTMENT TO FILL VACANCY ON ECONOMIC DEVELOPMENT AUTHORITY

City Manager Schwerm reported that three applicants were interviewed by the Economic Development Authority (EDA). The EDA indicated that all of the applicants were well qualified. Their recommendation is to appoint Sue Denkinger.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Withhart to appoint Sue Denkinger to the Economic Development Authority board for a six-year term expiring on December 31, 2018.

Discussion:

Councilmember Withhart stated that this was a difficult decision, as all the candidates are outstanding and have had experience in work with the City.

VOTE: Ayes - 5 Nays - 0

ADJOURNMENT

MOTION: by Councilmember Quigley, seconded by Councilmember Withhart to adjourn the meeting at 8:02 p.m.

VOTE: Ayes - 5 Nays - 0

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE __ DAY OF _____ 2013.

Terry C. Schwerm
City Manager

**SHOREVIEW PLANNING COMMISSION
MEETING
January 29, 2013**

CALL TO ORDER

Chair Solomonson called the meeting of the January 29, 2013 Shoreview Planning Commission meeting to order at 7:00 p.m.

ROLL CALL

The following members were present: Chair Solomonson; Commissioners, Ferrington, McCool, Proud, and Thompson.

Commissioner Schumer was absent.
Commissioner Wenner arrived late.

APPROVAL OF AGENDA

MOTION: by Commissioner Ferrington, seconded by Commissioner Proud to approve the January 29, 2013 agenda as submitted.

VOTE: Ayes - 5 Nays - 0

APPROVAL OF MINUTES

Page 6: Chair Solomonson stated that the 4th paragraph should state that he noted one digital billboard on I-694 with color graphics is visible from the TCF site on Lexington Avenue.

MOTION: by Commissioner Proud, seconded Commissioner McCool to approve the December 13, 2012 Planning Commission minutes as amended.

VOTE: Ayes - 5 Nays - 0

At this time in the meeting, Commissioner Wenner arrived.

REPORT ON COUNCIL ACTION

City Planner Nordine stated that the City Council extended the review period for a variance application from Michael Morse, 1648 Lois Drive. Mr. Morse appealed the Planning Commission's denial of his application, and the review period was extended to 120 days.

Also, the review period for the Conditional Use Permit application from Dennis Jarnot was extended.

NEW BUSINESS

PUBLIC HEARING - REZONING / PRELIMINARY PLAT / PLANNED UNIT DEVELOPMENT – DEVELOPMENT STAGE

File No. 2475-13-02
Applicant: PAR System, Inc./Welsh Shoreview, LLC
Location: 625, 655 & 707 County Road E West

Presentation by City Planner Kathleen Nordine

Currently, the site consists of two parcels--707 County Road E, which consists of 4.82 acres and is developed with an office/manufacturing with off-street parking and storm water management. The second parcel is 625/655 County Road E, which consists of 5.32 acres with two buildings, off-street parking and storm water management.

The application is to rezone the property from Business Park (BPK) to Planned Unit Development (PUD); plat the property from two into three parcels, so that each building would be on a separate parcel: 625, 655 and 707 County Road E West. The property is in Policy Development Area (PDA) No. 17 of the Comprehensive Plan and in TRA (Targeted Redevelopment Area) No. 3. The proposal is consistent with the Comprehensive Plan designated for Business Park uses and adjoining land uses. There would be no adverse impact on adjoining land uses. Deviations are needed including the side setback for the new structure, which is 22 feet rather than the required 30 feet from the new side property line.

The site and building plan was approved with a condition attached requiring a PUD application for the entire site be submitted to the City within one year. At this time, the proposed addition onto the building is not being built, but PaR Systems is proceeding with the PUD application. Setback deviations are proposed with this PUD: 1) reduce the 20-foot required setback for a parking area from County Road E to 6.2 feet; 2) reduce the 5-foot setback for a parking area from a side lot line to 0 feet between Lots 1 and 2; 3) reduce the minimum 30-foot setback from a side lot line to 22.2 feet.

The number of parking stalls does not meet minimum City requirements. There is a shortage of 98 stalls. Proof of parking reduces the shortage to 62 stalls. This deviation was approved with the Site and Building Plan Review. No changes are being made. The Development Agreement includes language to the effect that should there ever be a change of use or occupancy, an amendment to the PUD will be required. PaR Systems has submitted a statement indicating that the parking shown does meet their needs.

Notices were sent to property owners within 350 feet. No comments were received. Staff is recommending the public hearing and a recommendation for approval.

Commissioner Ferrington asked if the parcels could be sold separately in the future. Ms. Nordine answered, yes. The Development Agreement, however, addresses shared parking and maintenance of the sites. Those issues would have to be addressed with a new property owner

Commissioner McCool asked if the Development Agreement specifically addresses these issues, or only in general language. Ms. Nordine explained that the language is general, but if there is a 5% change in use with the property, then a PUD amendment is automatically triggered.

City Planner Nordine stated that the proper notifications have been given for the public hearing.

Chair Solomonson opened the public hearing.

Mr. Paul Otto, Land Surveyer, Otto and Associates, stated that he represents the applicants. He clarified that the reason for three buildings and three parcels is to have different entities that can be financed separately. Access and parking easements address those issues.

MOTION: by Commissioner Proud, seconded by Commissioner McCool to close the public hearing.

VOTE: Ayes - 5 Nays - 0

Commissioner McCool stated that he would offer an amendment to the conditions listed to make sure a PUD amendment is triggered to address parking with a change in ownership of any of the parcels.

Commissioner Ferrington asked the number of employees on the site. **Mr. Chuck Schwab**, General Counsel for PaR Systems, 3362 Heritage Court, Stillwater, stated that at this time, there are 179 employees. At full development another dozen or so employees would be added.

MOTION: by Commissioner McCool, seconded by Commissioner Proud to recommend the City Council approve the rezoning, preliminary plat and planned unit development stage applications submitted by PaR Systems/Welsh for 625, 655 and 707 County Road E. Said approval is subject to the following:

Rezoning

1. This approval rezones the property from BPK, Business Park, to PUD, Planned Unit Development with an underlying zone of BPK, Business Park.
2. Rezoning is not effective until approvals are received for the Final Plat, PUD - Final Stage and development agreements executed.

Preliminary Plat

1. A public use dedication fee shall be submitted as required by ordinance prior to release of the final plat by the City.
2. The final plat shall include drainage and utility easements along the property lines and stormwater ponding areas. Drainage and utility easements along the roadways shall be 10' wide and along the side lot lines these easements shall be 5' wide and as required by the Public Works Director.
3. Private agreements shall be secured between the parcels in the subdivision regarding joint driveway, parking, stormwater, utility and maintenance agreements. Said agreements shall

be submitted to the City Attorney for review and approval prior to the City's release of the Final Plat.

4. Executed and recorded copies of the required agreements and association documents shall be submitted to the City prior to the issuance of a building permit.
5. The Final Plat shall be submitted to the City for approval with the Final Stage PUD application.

Planned Unit Development – Development Stage

1. The permitted uses of the buildings on these properties is for manufacturing, warehouse and office uses as depicted on the submitted and approved site plans on file with the City for each parcel. Any change in use or occupancy of the building as determined by the City Planner will require an amendment to the Planned Unit Development.

[In condition No. 1, Commissioner McCool amended the second sentence to read, "Any change in use or occupancy, or substantial change in areas devoted to any permitted use, of the building."]

2. Private agreements shall be secured between the parcels in the subdivision regarding joint driveway, parking, stormwater, utility and maintenance agreements. Said agreements shall be submitted to the City Attorney for review and approval prior to the City's release of the Final Plat.
3. At the time the proposed addition is constructed on the building at 625 County Road E, the applicant is encouraged to enhance the exterior appearance of the building at 655 County Road E.

This approval is based on the following findings of fact:

1. The proposed land use is consistent with the designated business park land use in the Comprehensive Plan.
2. The proposed subdivision complies with the subdivision standards identified in the City's Development Code.
3. The proposed PUD for these properties is beneficial because it will formally recognize the use of these properties by a single user and the shared facilities and infrastructure that exist within this development.

Discussion:

Commissioner McCool stated that the reason for his amendment is for staff to have discretion, rather than a percentage, 5% or 10%. The term "substantial" is used elsewhere in the Code.

VOTE: Ayes - 6 Nays - 0

SITE AND BUILDING PLAN REVIEW

File No. 2474-13-01
Applicant: Ramsey County Parks & Recreation Department
Location: 5959 Lexington Ave (Rice Creek Trail and Off-Leash Dog Park)

Presentation by Senior Planner Rob Warwick

This application is for improvements to the Rice Creek North Regional Park trail. When complete, the trail will follow Rice Creek and connect Centerville to the Mississippi River in Fridley. The portion in Shoreview has two parking areas, a 10-acre off-leash dog park and approximately 3 miles of bituminous trail.

Improvements include a lower six-stall parking area (surfaced with porous asphalt) to serve the water trail and canoe landing. The upper parking area will have 30 stalls with circular drive that encloses a rain garden for infiltration of storm water. New internal trails will connect the parking area to a new restroom building. All internal trails will be of porous asphalt. Trails and restroom facilities will meet ADA accessibility standards.

The proposal is consistent with the City's Comprehensive Plan and complies with the City's Development Code. Surrounding uses include a mobile home park to the north that is guided for medium and high density land uses. On the west is a medium density residential and business park area. To the south is low density detached residential.

The park is in the Open Space District, where park facilities are permitted with findings. The property is also within the General Flood Plain District. The northeastern portion of the site is in Zone A, which is subject to 1% annual chance of flood, where there is a no established base flood elevation area. Along the south east is Zone AE, which is subject to 1% annual chance of flood, with an 887 foot base flood elevation. All development proposed falls outside Zone A and Zone AE with the exception of a small portion that will have a canoe landing. Since no fill is proposed in any flood hazard area, the project complies with the requirements of the GF District.

Several storm water management measures will be used: 1) a rain garden/infiltration area in the upper parking lot; and 2) porous asphalt in the lower parking area. Runoff will decrease and meet City requirements. A permit from the Rice Creek Watershed District is required.

Over 70 trees will be removed for the drive and upper parking area; only two trees are landmark trees. The replacement requirement is 6:1 for a total of 12 replacement trees. Landscaping includes oak savannah restoration on the north side of the upper parking area and native shrubs to help screen the parking area.

The restroom building will consist of concrete block and exterior finish of hardi-board with stone accents. A gable metal roof is planned and sola tubes used for interior light. No windows are included. Bike racks and an information kiosk will be near the building. The building design is consistent with City requirements.

In the early 1990s, Lexington Avenue was realigned to remove a sharp curve, but the old right-of-way was not vacated. These proposed improvements will be located in part of the old right-of-way. Staff recommends that the County address this issue.

The park is heavily used. Construction is planned over the summer for three months and the park will not be closed, but signs will be posted to notify users to park at the lot at 1901 County Road I, which is a 1.5 miles from the off-leash dog area. If on-street parking results or problems arise, the County has agreed to close the off-leash dog park at the request of the City.

Residents within 350 feet were notified of the proposal. No comments have been received. Ramsey County will hold a public meeting at Shoreview City Hall for public information.

Staff is recommending the application be forwarded to the City Council with a recommendation for approval.

Commissioner Wenner asked the how the County determines the number of parking stalls. Mr. Warwick stated that there were 25 stalls. The proposal increases that to 30 with a lower parking lot of six stalls for the water trail. His observation is that while the park is heavily used, he is not aware of overcrowding.

Commissioner Proud stated that there are other trails available to access the park and off-leash dog area. Closing the park if parking becomes a problem would be too harsh. He asked if there will be a prohibition of motorized watercraft. He expressed concern about a turf trail for the water trail as not being sustainable. Mr. Warwick responded that although the off-leash area is heavily used, there is no parking along Lexington for people to walk from there. It is a temporary situation. Staff will work to minimize problems. Acknowledging the poor soil of the water trail, he responded that staff will work with the County to be sure it is sustainable.

Commissioner Ferrington commended the improvements planned. It will maximize the beauty of the area. She especially appreciates green practices--the rain garden, porous asphalt. Her concern for the waterway is to be sure that people who park in that lower lot actually do use the waterway. Also, she would like to see space for two trailers. As an example, students from the University and other schools are sent out to canoe. A group of students would need space for a trailer for more than one canoe. She also asked if it would be possible to move the dog area temporarily to the other side of the park near the County Road I parking while construction occurs.

Commissioner Solomonson stated that he would like to be sure the trail by the pond that accesses the dog park remains open. He asked if there is a security issue for the secluded parking area. Mr. Warwick stated that in the last year there have been six incidents. He noted the light poles are planned that will allow cameras to be installed as funding permits.

Commissioner Solomonson noted the many small trees to be removed. Mr. Warwick responded that many are ash trees, and it would be proactive to remove them now before they are infested with emerald ash borer. The County is a good steward and maintains the land in good condition.

Commissioner Solomonson stated that there is a steep drop off from the parking lot and asked if that is of concern. Mr. Warwick stated that the new parking lot will give better access to the high land areas.

Commissioner Wenner suggested that if the old remains of a silo is on the old Shoreview farmstead, it would be nice to create an interpretive area of Shoreview history.

Mr. Scott Yonke, Planning and Development Director, Ramsey County Parks, responded to questions: The number of parking stalls is based on the use observed. The parking planned is adequate and has a high turnover. The existing lot may have 20 cars if it is crowded. What is planned will make parking easily available. Trailers do not come often. There is a trailer stall, but it is not used heavily. Also, the stalls are oversized for easy turning movements. Trails will be directed away from steep areas near the parking lot. The oak savannah to restore the area is conducive for walking.

No motorized watercraft will be allowed. Strictly kayaks and canoes will be permitted. Turf trails have been used for canoe launches because it is a surface that will not damage watercraft that is being pulled on the surface. Wood chips are not used because they are high maintenance. Some of the trail slope will be made less steep and easier to portage. Although the bike trail is alongside the canoe trail, he does not believe it will be used for canoes because it will be a much longer distance from the parking lot to use the bike trail.

The off-leash dog area cannot be moved, as specific design requirements are needed. In regard to safety, the parking area will be more open than now. Two parking lot lights will be put in with capability to plug in a full-scan camera. Safety has been discussed with the Ramsey County Sheriff's Department and those suggestions incorporated into the plan. The area is regularly patrolled. There is a motion sensor on the light pole.

Invasive shrubbery will be removed and a number of ash trees to restore the area to its native oak savannah, which is very conducive for walking. As for the old silo foundation and other old foundations on the site, they will not be removed. He agreed to look into interpretive signage.

Commissioner Proud asked that the County be sure there is authorization to prohibit motorized watercraft. He suggested a berm so that runoff from the trail not run into the creek and trail maintained. He commended this project. **Mr. Yonke** responded that motorized watercraft are prohibited on Rice Creek. There would be no way to get a boat trailer to the launch area.

MOTION: by Commissioner Proud, seconded by Commissioner Ferrington to recommend that the City Council approve the Site and Building Plan application to redevelop the Rice Creek Trail North, Lexington Avenue Trailhead, 5959 Lexington Ave., subject to the following conditions:

1. This approval permits the redevelopment of the Lexington Avenue Trailhead in accordance with the submitted plans. The City Planner may approve minor changes to the submitted plans.

2. Final grading, drainage, erosion control and utility plans are subject to approval by the Public Works Director.
3. City permits are required for the new water and sewer taps, and associated service lines.
4. A surety for work on City infrastructure (water, sewer, and trail) is required in the amount of \$5,000.00.
5. Lighting on site shall comply with Section 206.030 of the Development Code.
6. City permits shall not be issued prior to Rice Creek Watershed District issuing a permit for the project.
7. All facilities of the park may remain open while the parking area is redeveloped, however in the event parking on City streets creates nuisance conditions, Ramsey County Parks will close the off-leash dog area until parking is again provided for park users at the Lexington Trailhead.
8. The Staff is authorized to issue grading and building permits for this project.

This approval is based on the following findings:

1. The proposed use is a permitted use in the OS, Open Space District and the GF, General Flood Plain District.
2. The use and proposed alterations are consistent with the Planned Land Use, goals and policies of the Comprehensive Plan, Chapter 4, Land Use and Chapter 10, Parks.
3. The storm water management plan is consistent with the City Surface Water Management Plan.
4. The redevelopment is consistent with the Architectural and Site Design criteria and other standards specified in the Municipal Code.

VOTE: Ayes - 6 Nays - 0

OLD BUSINESS

CONTINUATION OF PUBLIC HEARING- TEXT AMENDMENT – VEHICLE SALES

File No: 2454-12-17
Applicant: City of Shoreview
Location: City Wide

Presentation by City Planner Kathleen Nordine

The proposed amendment to the Development Code would prohibit vehicle/equipment sales that require large outdoor display sales or storage areas and rental in the C2, General Business District. This includes new or used cars, recreational vehicle sales and rental and small structure storage sheds. The proposed text has been revised to respond to the comments received at the public hearing.

Two options are being presented. Both use the term “open sales lot” as prohibited. New definitions that have been added to the Code are for the terms construction/heavy equipment

sales and rental; vehicle sales; and auto rental and service facility. Both options prohibit sales and rental of construction/heavy equipment. What would be permitted on open sales lots are Christmas trees, agricultural produce.

The difference between the two options is that Option 1 would permit auto rental and service facilities as a conditional use. Standards proposed would regulate such things as number of vehicles and parking location.

Option 2 would allow vehicle and equipment sales/rental, if the items are located within a fully enclosed building.

Staff recommends continuance of the public hearing and consideration of the two options.

Chair Solomonson opened the public hearing. There were no comments or questions.

MOTION: by Commissioner Ferrington, seconded by Commissioner Wenner to close the public hearing.

VOTE: Ayes - 6 Nays - 0
Commissioner Thompson asked if staff has a preferred option. Ms. Nordine stated that there are few C2 districts, and the question is what use do commissioners want to see at those locations.

Commissioner McCool stated that under Option 2, he would like to see vehicle and equipment sales as also a conditional use, even if enclosed. Ms. Nordine explained that it would be difficult to differentiate between vehicles and equipment and other types of retail sales. She suggested that if there is a service facility as part of sales, then a conditional use permit would be required.

Commissioner McCool noted that in Section 205.030 (9) the stricken language about compatibility should be left in to give the City Manager more leverage in making these decisions. He stated that he favors Option 2 noting some typographical changes: the second line of the auto and rental service definition should read, "...said premises should be used "to" store. . . ; the next line, "... incidental servicing vehicle "of" vehicles. . ."; under vehicle sales, it should read, "... land or building used in the sale of. . ., omitting the word "for."

Under Option 2, Commissioner McCool suggested the language be changed to state vehicle sales located within a building and equipment sales and rental.

Chair Solomonson asked if this means that anything rented has to be inside. Ms. Nordine stated that there is a section of the code that addresses and defines outside display area.

MOTION: by Commissioner McCool, seconded by Commissioner Proud to recommend the City Council approve the text amendment Option 2 to Chapter 200 of the Municipal Code pertaining to vehicle sales and rental with the following changes:
1) the stricken language about compatibility be moved to Section 205.030; 2) breaking out of vehicle and equipment sales into two separate entries; 3) the second line of the auto and rental service definition should read, "...said premises

should be used “to” store. . . “; 4) the next line, “. . . incidental servicing vehicles should say “of” vehicles. . .”; and 5) under vehicle sales, it should read, “. . . land or building used in the sale of. . .”, omitting the word “for.”

VOTE: Ayes - 6 Nays - 0

MISCELLANEOUS

City Council Meetings

Commissioners Solomonson and Wenner will attend the February 4th and February 19th City Council meetings respectively.

Workshop

The Planning Commission will hold a workshop meeting following the next Planning Commission meeting on February 26, 2013.

ADJOURNMENT

MOTION: by Commissioner Wenner, seconded by Commissioner McCool, to adjourn the regular Planning Commission Meeting of January 29, 2013 at 8:55 p.m.

VOTE: Ayes - 6 Nays - 0

**PLANNING COMMISSION WORKSHOP
FEBRUARY 26, 2013**

CALL TO ORDER

Chair Solomonson called the Shoreview Planning Commission workshop meeting to order at 7:00 p.m.

ROLL CALL

The following were present: Chair Solomonson; Commissioners Ferrington, McCool, Schumer, Thompson, Wenner.

Commissioner Proud was absent.

DEVELOPMENT CODE AMENDMENTS - UPDATE

Sign Ordinance (Temporary Signs and Message Center Signs)

City Planner Kathleen Nordine stated that an amendment is being proposed based on concerns and complaints about temporary signage in the community. Draft amendments have been prepared for review. The goal is to enact changes by May or June in time for the season when temporary signs are most in use.

The proposed amendment would provide more flexibility for use of temporary signs. The maximum area would be increased based on building size. The number that could be used would be increased from a maximum of two per year to four per year. The display time would increase from seven days to 14 days. There must be 14 days between the posting of temporary signs on a property. Illuminated signs would be permitted in windows. Sandwich boards and T-frame signs would not be permitted.

Message center signs would be allowed in commercial districts. Colors and graphics would be reviewed through a Comprehensive Sign Plan review. A Comprehensive Sign Plan would not be required if the proposed signs comply with City regulations. Minor deviations to the standards of the sign code would be reviewed and approved administratively. Feedback to the proposed amendments will also be sought by the Economic Development Commission and retailers/business community. Formal text amendments will be considered by the Planning Commission and City Council in May or June.

Chair Solomonson asked if the allowing temporary signs in a multi-tenant building are based on building size or number of tenants. Ms. Nordine answered number of tenants. The issue is to not have temporary signs posted all the time. A building with 12 tenants would mean that each tenant would be allowed one temporary sign per year counting the 14-day period with no signs in between the posting of a temporary sign.

Chair Solomonson stated that it would be a disadvantage to be a tenant in a large building. Ms. Nordine stated that the intent is to encourage use of reader boards or message center signs for tenants. Message centers and reader boards are preferred rather than use of temporary signs. If a message center or reader board sign is used, temporary signs are not allowed on the property.

Commissioner McCool stated that if there are six tenants in a building and only one can have a temporary sign at a time with 14 days in between the posting of another, it would be awkward for special events like Mother's Day or Valentine's Day or a weekend event.

Commissioner Ferrington asked if a temporary sign can be posted for less than 14 days, such as a one- or two-day special sale. Ms. Nordine answered, no. The intent is for a continuous 14 days, which makes the amendment more enforceable. Mr. Warwick added that a reader board (changeable copy) or message center can be used for short duration temporary messages.

Commissioner Thompson clarified that message centers would be owned by the landlord, and tenants would have to agree on how they are used.

Commissioner Wenner asked how these regulations would impact cottage industries, such as daycare, or tax service. Ms. Nordine stated there is a home occupation ordinance that addresses that signage. No special temporary signage is permitted, such as advertising daycare openings.

[Unable to hear Commissioner Thompson.]

Chair Solomonson asked if sandwich board or T-frame signs are considered temporary signs and if banner signs have been used in the City and how that size was determined. Ms. Nordine stated that they are, but are excluded from the permit requirements. Ms. Nordine stated that Target used a banner for the Grand Opening. Mr. Warwick stated that regardless of building size, banners can only be 32 square feet. The 64 square foot size was allowed for Target during renovation.

Commissioner Ferrington agreed that a business in a multi-tenant building is at a definite disadvantage. Who can put Grand Opening signs up when multiple businesses are opening at the same time, such as the new development on I-694? She questioned the rationale for 14 days between posting of temporary signs. Ms. Nordine stated that the intent is to prevent a proliferation of temporary signs. Mr. Warwick explained that the 14-day period is actually a reduction from the current regulation that requires 30 days between displays of temporary signs. The intent is to have the building facade uncluttered.

Commissioner McCool stated that he would like to see more flexibility to allow businesses in a multi-tenant building be able to have temporary signs at the same time. He suggested language that no more than 50% or 60% of tenants in a building would be allowed temporary signs at the same time. Encouraging message centers is good, but he is not sure that will be a good answer for the new businesses on Red Fox Road. He could envision other reasons for using banners than just Grand Openings. Message centers are good, but a landlord has to put them in.

Chair Solomonson stated that the question is whether it is fair that a business in a multi-tenant building is allowed only one event per year when a temporary sign may be posted. If two businesses opened at the same time, only one could have a banner for a Grand Opening.

Chair Solomonson asked the regulation for window signs. Ms. Nordine stated that it could be an illuminated "open" sign or paper sign. Illuminated signs can cover 5% of window/door area on a wall. Paper signs can cover up to 10% of window/door area.

The regulation for civic event signs is changed to not being posted prior to 14 days of the event day. A civic event would be a fundraiser, such as a book fair or the *Slice of Shoreview*. Chair Solomonson stated that he does not see a reason for the change. Ms. Nordine stated that it is a matter of reasonableness. Mr. Warwick added that 14 days is the same stipulation for a Grand Opening.

Sandwich Boards

Sandwich boards are pedestrian oriented signs that do not need a permit. They are not permitted in the right-of-way and are to be located no more than 12 feet from the business entrance as long as there is 3 feet of no obstruction for pedestrian traffic and accessibility for people with disabilities.

Chair Solomonson stated that he would like to see the distance increased up to 20 feet, as 12 feet is tight. Ms. Nordine explained that the intent is to not have sandwich boards in the boulevard or parking lot or street. They are not intended to be seen from the street but should be kept on the sidewalk.

Message Centers

Message centers would now be permitted for business use in addition to public and quasi-public uses. The standards would be the same. Only a single color can be used with text only and no graphics. Color and graphics would be a deviation that could be proposed through Comprehensive Sign Plan.

Chair Solomonson requested that proximity to residential be a consideration and whether there should be a setback requirement. Ms. Nordine stated that previous limitations were because quasi-public and public uses are often in residential areas.

Commissioner Ferrington expressed her concern that neighborhoods be protected from brightly lit signs.

Commissioner Wenner stated that a City goal is to limit light pollution. Ms. Nordine stated that the levels used are the same as billboards and must have dimmers. The brightness cannot be .3 foot candles above ambient light.

Commissioner McCool suggested that the lighted signs can only be on during operation hours.

Comprehensive Sign Review Process

Ms. Nordine stated that in order to streamline the process for signage approval, it is proposed that signs that comply with the ordinance would not require a Comprehensive Sign Plan, even if there were two or more signs. Minor deviations of height or size could be taken care of administratively.

Commissioner Ferrington stated that she would prefer the language remain as it is, so that any deviations would be presented for approval through the Comprehensive Sign Plan process. That would allow the Commission the opportunity to consider any impact to residential areas.

It was the consensus of the Planning Commission to streamline the approval process and allow administrative approval if signs that are in compliance with the ordinance. Minor deviations may also be approved administratively.

Residential Districts - Structure Setbacks

Mr. Warwick stated residential redevelopment infill in residential neighborhoods has been discussed by the Commission for some time.. What is being addressed here are Code regulations to allow more flexibility for property owners to make improvements to their property. Comments from previous discussions have been incorporated into this text. The changes would include:

- A minimum front yard setback of 25 feet
- Code continues to require averaging for setbacks when adjacent houses are located with more than a 40-foot setback
- Current code establishes a standard of a 50-foot street right-of-way, reduced from the 60 feet ROW used throughout the City before 1990. Where the right-of-way is still 60 feet the required structure setback is reduced to 20 feet from the front property line provided the structure is 35 feet back from the finished road surface. This is intended to maintain separation by recognizing the wider right-of-ways and boulevard that can be used in lieu of a front yard. The setback for corner lots has been increased from 30 feet to 35 feet from the improved street for any portion of yard abutting a street. In considering averaging and alignment, a 20-foot range is acceptable.
- On substandard lake lots if the existing side setback is more than 5 feet and less than 10 feet, that setback can be used for expansion of the house. Staff is suggesting this same provision be allowed for non-riparian properties.

Commissioner Ferrington stated that she supports flexibility that will allow people to reinvest in their homes and stay in their homes. What is presented is reasonable.

In response to Chair Solomonson's concern about accessory structures, Mr. Warwick stated that they are not allowed closer to the lot line than a principal structure. Chair Solomonson also expressed concern about heights of structures 5 feet from the lot line. He would like to see a maximum height stipulated that allows a reasonable but not excessive interior ceiling height for the addition.

A member of the public requested the floor in order to comment. Chair Solomonson advised those in attendance that the public is welcome to attend workshop sessions of the Planning Commission, but no public comment is taken at these workshops.

Chair Solomonson called a short break and then reconvened the meeting.

Commissioner McCool referred to page 4, and suggested the word “except” be deleted. On pages 6 and 7, he noted that it appears that averaging with plus or minus 10 feet could bring a setback to 15 feet. Earlier the stipulation of plus or minus 10 feet was only used if the setback averaged 15 feet more than what is required.

Building Height

Ms. Nordine stated that recent developments, PaR Systems and Lakeview Terrace exceed height standards of 35 feet. Code provides for the height maximum to be exceeded with an additional foot of setback for every foot of height added to the maximum allowed, and that there is no difficulty for firefighting capabilities.

Ms. Nordine stated that in comparison, the City is more restrictive than other communities. The Building Official has stated that the Building Code addresses height in relation to the type of construction proposed. The Fire Chief states that height is not a concern because of interior sprinkling systems, and the Fire Department has equipment and training for firefighting in taller buildings.

The character of the community is second tier suburban with low density residential and open space. Growth will be through infill, which will mean higher density. The question is whether there is support to permit taller buildings in some areas of the City.

Commissioner Thompson stated that there are a lot of people in adjoining neighborhoods who are unhappy with the height of Lakeview Terrace. However, the City is quite restrictive and she would be open to loosening the regulation.

Commissioner Ferrington stated that she would not want to change the residential standard of 35 feet but would consider a change for commercial businesses depending on where they are located.

Commissioner Wenner stated that he would favor a change in requirements in commercial areas and on arterial roads. Height could be a buffer from high traffic.

Commissioner McCool agreed with earlier comments and would support a change for commercial areas. He noted the special overlay used for commercial areas used by Edina.

Chair Solomonson noted Minnetonka’s approach that requires a certain distance from residential areas. His concern is proximity to residential, but he would support more flexibility.

Surface Water Management

Ms. Nordine stated that the portion of the Comprehensive Plan referring to Grass Lake Watershed Management Organization (GLWMO) needs to be amended to reflect the change to jurisdiction under Ramsey-Washington Metro Watershed District.

Public Works Director Mark Maloney will attend the May Planning Commission workshop to discuss surface water management standards and industry standards.

The meeting adjourned.

SHOREVIEW BIKEWAYS & TRAILS COMMITTEE

Meeting Minutes

March 7, 2013

1. CALL TO ORDER

The meeting was called to order at 7:05 p.m.

2. ROLL CALL

Members Present: Craig Mullenbach, Craig Francisco, Jay Martin, Judd Zandstra, Mark Stange

Members Absent: Keith Severson

Guests: None

City Staff: Charlie Grill

3. APPROVAL OF AGENDA

The committee agreed and approved the updated agenda.

4. APPROVAL OF MEETING MINUTES

The minutes of the February 7, 2013 meeting were reviewed and approved by consensus of the Committee.

5. COMMITTEE DISCUSSION ITEMS

The meeting began with Charlie quickly reviewing the Public Works monthly report. The committee asked a few questions regarding the Red Fox Road projects and winter trail maintenance.

The committee then discussed a few changes to the Tour De Trails form. There will be a removal of the "Age" request and in its place we will be asking for a t-shirt size requests. All registrations submitted before July 22nd will be guaranteed a t-shirt in their requested size. All other registrations will still be accepted, including the day of, however, we will not be able to guarantee a t-shirt will be available in the requested size.

It was decided that the route map will be established as we get closer to the event date and will have a better idea of construction in the area.

6. ADJOURNMENT

The meeting was adjourned at 7:55 PM.

Memorandum

To: Mayor and City Council Members
City Manager

From: Tom Simonson
Assistant City Manager and Community Development Director

Date: March 14, 2013

Re: Monthly Report
- Administration Department
- Community Development Department

Development Project Updates

Red Fox Road Retail. The developer of phase two of the Red Fox Retail Project, Venture Pass Partners, LLC, has begun construction for the new Trader Joe's specialty market to anchor the development. The developer has also reached an agreement with TCF Bank for the joint commercial entry monument sign at the corner of Lexington Avenue and Red Fox Road. Besides Trader Joe's and TCF Bank locating on the sign, Super Target will also be identified. The developer intends to complete the building by June to then turn over the store to Trader Joe's to complete interior finishing work. Trader Joe's is expects to open around Labor Day.

PaR Systems. The contractor for PaR Systems, Inc., at 625 County Road E, is now focused on completing interior work on the new 36,000 square foot facility (with expansion to 48,000 square feet) on their Shoreview campus. PaR Systems is on a very aggressive construction schedule and they anticipate moving equipment into the new building by the end of March. PaR Systems needs the additional manufacturing space to meet continued growth projections, including providing robotic cranes to assist with clean-up of the Fukushima nuclear power plant in Japan.

TSI Incorporated. TSI, Incorporated, located at 500 Cardigan Road, is also moving rapidly on their building expansion to their corporate headquarters and manufacturing facility in Shoreview. The building shell has been completed on the 58,000 square feet addition to their existing facility, and interior sheet-rocking is now underway. TSI has set a target date of completion by May.

Lakeview Terrace Apartments. The Midland Plaza retail center is now completely torn down as the first phase of the redevelopment project. City staff and the developer are now focusing on executing all of the agreements and contracts in order for the contractor to begin construction of the new upscale apartment building. City engineering staff is working with the developer in coordinating the public improvements associated with the project. The developer would like to begin site work in March, and the plan calls for the construction of a temporary realigned road connection to County Road E/Victoria Street in order to create the building pad for the apartment construction to move forward concurrent with the permanent public improvements. Construction plans and building permit application has been submitted and currently being reviewed by the Building Official. A building permit will be issued once all of the development agreements have been executed. We would expect the developer to begin construction by late April.

Housing and Code Enforcement Activity

Rental Licensing. To date, a new record of 533 General Dwelling Unit (single-family home, townhouse, condominium) licenses and all eight Multi-Family Dwelling Unit (apartment complexes) licenses (including Shoreview Senior Living) have been issued. Approximately 100 new Rental License applications were applied for last year.

The 2013 inspections have commenced, with a total of about 265 GDU units and 461 MFU units scheduled for inspection during 2013. So far, 446 MFU inspections have been conducted and the remaining 15 are scheduled at a complex in May. Overall, MFU management was very prepared for our inspections and quickly followed up with repairs. There remain several re-inspections for the MFU units that required more significant repairs or cleaning. The GDU inspections will commence on April 2nd, and are geographically scheduled by neighborhood and conducted every other week by the Housing and Code Enforcement Officer.

Code Enforcement. There have been 12 new code enforcement cases opened in the past month. The table below summarizes the status of code enforcement activity:

Year	Total Cases	Cases Open	Cases Closed
2013	18	14	4
2012	162	36	126

Citations – There are no current citations pending.

Garbage/Clutter Houses – City and Lake Johanna Fire Department staff continue to follow-up with two homeowners who were previously notified of property maintenance, housing and fire code violations. These homeowners have been making progress at bringing their properties into further compliance with City Ordinances and Fire Code. Per our agreements with these homeowners, the City and Lake Johanna Fire Department have the authority to conduct follow-up inspections to ensure compliance to the City's ordinances and Fire Code.

Miscellaneous

- The Planning Commission held a workshop on February 26th and discussed text amendments pertaining to temporary signs, building height and residential structure setbacks. The Commission members were supportive of potential changes to the City's code. Temporary business sign code changes will be presented to the Economic Development Commission later this month. Further discussion is needed with the Planning Commission regarding changes to the City's maximum building height limits.
- The next Planning Commission meeting is scheduled for March 26th. Five formal applications have been received, including two comprehensive sign plan applications, one minor subdivision, a conditional use permit for a large detached accessory structure, and site and building plan review for a proposed columbarium/cemetery at St. Odilia. Staff is also preparing a text amendment regarding structure setbacks in the R1, Detached Residential Zoning District. The intent of the amendment is to provide property owners some flexibility for additions onto the front and side of a home.
- Community Development staff hosted the Housing Collaborative Institute meeting earlier this month. The HCI is an active group of housing and planning professionals from area cities formed to discuss and share information relating to housing programs and issues facing

communities. The topic was marketing housing resources and included presentations from Woodbury, Washington County HRA and the Minneapolis Association of Realtors regarding methods used to market local housing programs.

- City staff continues to work with our vendor Vision Internet on the comprehensive upgrades to the City and Community Center websites. The project is being coordinated by Assistant to the City Manager Tessia Melvin, with assistance from Communications Coordinator Cheryl Anderson, and involves all departments. The new design has been established and now the project involves transferring current information to the new website and adding and/or enhancing other content. The website will have a new design, enhanced features and tools for much easier navigation. The goal is to launch the new websites to the public in June.
- Attached is the monthly report on building permit activity from the Building Official through February, 2013. It is expected to be another strong year in valuation with the building permits forthcoming from Trader Joe's and the Lakeview Terrace apartment projects.
- Also attached is the monthly report from the Housing Resource Center (HRC) on the housing services provided to Shoreview residents through February, 2013.

CITY OF SHOREVIEW

BUILDING INSPECTOR MONTHLY REPORT

COMPARISON OF YEAR 2013 WITH 2012

	FEBRUARY 2013		2013		TO DATE		FEBRUARY 2012		2012	
	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION
DWELLINGS			1	\$995,000	1	\$385,000	2	\$685,000		
TOWNHOMES			0	\$0			0	\$0		
ADDITIONS	2	\$130,000	4	\$213,000	1	\$290,000	19	\$486,925		
GARAGES			0	\$0			0	\$0		
MISCELLANEOUS	26	\$253,535	48	\$554,134	35	\$571,184	35	\$571,184		
APARTMENTS			0	\$0			0	\$0		
OFFICES			0	\$0			0	\$0		
RETAIL	1	\$1,285,000	1	\$1,285,000			1	\$1,310,000		
IND/WAREHOUSE			0	\$0			0	\$0		
PUBLIC BUILDINGS			0	\$0			0	\$0		
COMMERCIAL ADD	1	\$80,000	1	\$80,000			0	\$0		
COMMERCIAL ALTER	4	\$73,000	11	\$236,600	3	\$1,914,000	4	\$2,814,000		
TOTAL	34	\$1,821,535	66	\$3,363,734	40	\$3,160,184	61	\$5,867,109		

CC: CITY MANAGER
 DIR. COMMUNITY DEV
 MAYOR

Housing *Resource* Center - NorthMetro

City of Shoreview Monthly Status Report

July 1, 2001 - February 28, 2013

Yr-to-																										
Date																										
TOTAL																										
Number of Calls	43	208	589	168	170	240	275	171	130	271	141	101	11	8	0	0	0	0	0	0	0	0	0	19	2,526	
MHFA Fix Up Fund/Rehab/Rental																										
Loan Applications Rec'd	0	6	1	8	6	6	5	3	3	5	0	2	0	0	0	0	0	0	0	0	0	0	0	0	45	
Loans Closed	0	5	1	5	3	0	3	2	1	5	0	1	0	0	0	0	0	0	0	0	0	0	0	0	26	
Shoreview Home Energy Loan																										
Loan Applications Rec'd							Loan not available			6	5	2	1	0	0	0	0	0	0	0	0	0	0	1	14	
Loans Closed							Loan not available			5	5	1	1	0	0	0	0	0	0	0	0	0	0	1	12	
Ramsey County Deferred Loan																										
Loan Applications Rec'd	0	0	3	3	2	0	2	3	1	5	1	1	0	0	0	0	0	0	0	0	0	0	0	0	21	
Loans Closed	0	0	2	0	0	1	1	1	1	2	4	2	0	0	0	0	0	0	0	0	0	0	0	0	14	
Construction Consultation Report																										
Consultation Phone or Walk-in	5	37	14	57	69	72	123	108	71	108	65	41	3	2	0	0	0	0	0	0	0	0	0	5	775	
Site Visits	0	25	31	51	31	58	88	67	43	78	47	28	2	3	0	0	0	0	0	0	0	0	0	5	552	
Scopes & Inspections	5	31	57	8	0	2	2	2	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	113	
Total SERVICES Provided	53	312	698	300	281	379	499	357	253	488	268	179	18	13	0	0	0	0	0	0	0	0	0	31	4,098	

NOTE: These numbers reflect the number of CLIENTS serviced. In many instances a client will receive more than one service.

TO: Terry Schwerm, City Manager

FROM: Jeanne A. Haapala, Finance Director

DATE: March 13, 2013

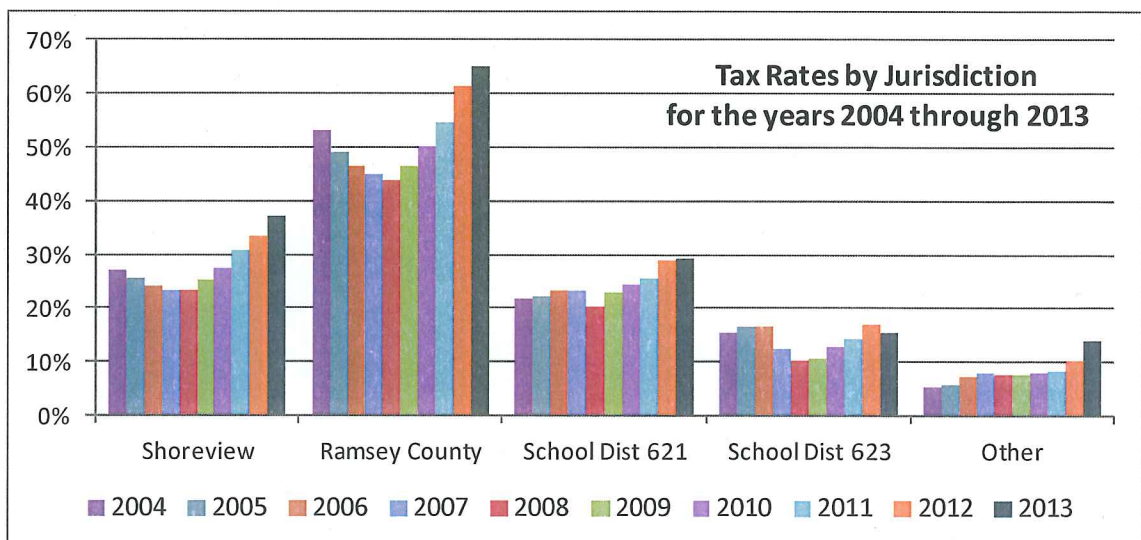
RE: Monthly Finance Report

FINAL 2011 TAX INFORMATION

Ramsey County released final 2013 values and tax rates over the last week. The table below provides a 10-year comparison of tax rates for all jurisdictions, and shows that total 2013 tax rates increased more for property located in the new Metro Watershed District (because 2013 is the first year for that levy).

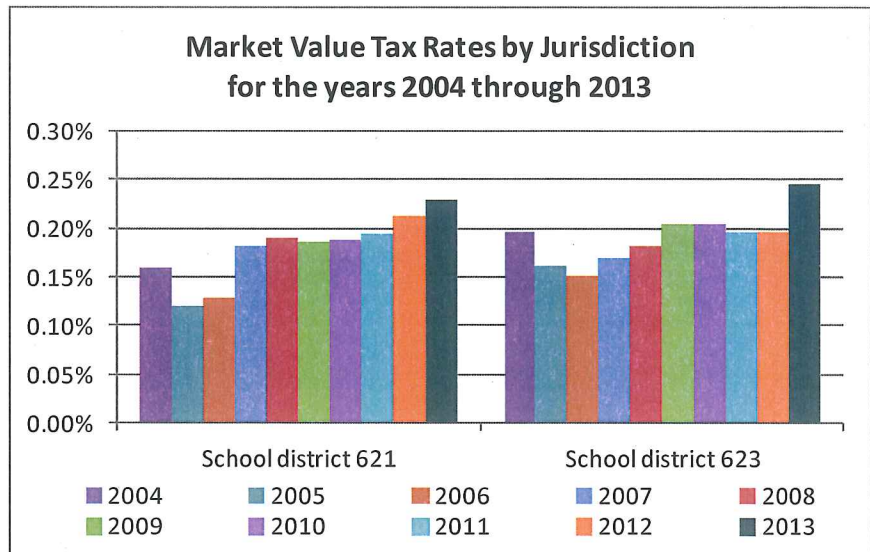
Jurisdiction	Payable 2004	Payable 2005	Payable 2006	Payable 2007	Payable 2008	Payable 2009	Payable 2010	Payable 2011	Payable 2012	Payable 2013
Tax Rates:										
Shoreview	27.067%	25.445%	23.974%	23.299%	23.532%	25.129%	27.569%	30.671%	33.252%	36.970%
Ramsey County	53.135%	49.210%	46.623%	44.943%	44.023%	46.546%	50.248%	54.678%	61.317%	65.240%
School Dist 621	21.843%	22.112%	23.419%	23.264%	20.380%	22.937%	24.560%	25.573%	29.044%	29.444%
School Dist 623	15.431%	16.713%	16.664%	12.372%	10.175%	10.624%	13.065%	14.566%	17.065%	15.464%
* Other	5.532%	5.857%	7.327%	7.946%	7.592%	7.637%	8.122%	8.553%	10.209%	14.131%
Total (621 & Metro)	106.371%	101.018%	99.549%	98.137%	93.919%	100.704%	108.988%	117.857%	131.474%	143.463%
Total (621 & Rice Creek)	107.577%	102.624%	101.343%	99.452%	95.527%	102.249%	110.499%	119.475%	133.822%	142.142%
Total (623 & Metro)	99.959%	95.619%	92.794%	87.245%	83.714%	88.391%	97.493%	106.850%	119.495%	129.483%
Total (623 & Rice Creek)	101.165%	97.225%	94.588%	88.560%	85.322%	89.936%	99.004%	108.468%	121.843%	128.162%
Market Value Tax Rates:										
School district 621	0.15947%	0.12131%	0.12803%	0.18163%	0.18924%	0.18685%	0.18882%	0.19536%	0.21242%	0.22834%
School district 623	0.19583%	0.16244%	0.15115%	0.16932%	0.18134%	0.20390%	0.20374%	0.19715%	0.19591%	0.24553%

* Met Council, Mosquito Control, Regional Transit, Rice Creek Watershed, Metro Watershed, District 916 & Shoreview HRA.



The graph above illustrates the change in regular tax rates from 2004 to 2013.

The graph at right illustrates the change in market value tax rates for the two school districts. These rates are used to distribute taxes associated with voter approved levies.



The table below shows median home value, tax rates, and total tax for 2013 and 3 prior years (in 5-year increments). This sampling of estimates shows interesting changes in the property tax bill, often caused by changes in state property law and/or school district funding. For instance, school district property taxes dropped in 2003 when the State changed the school district funding formula and cut state aid to cities. As a result, school district property taxes decreased, and City property taxes increased. In subsequent years, as school districts relied more heavily on referendum levies, school district property taxes increased again.

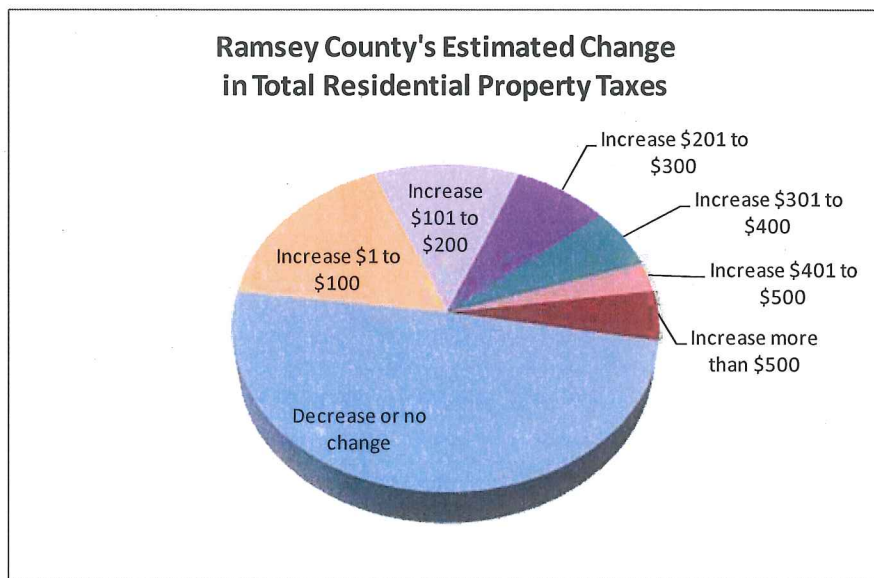
Total property tax on a median home increased from \$2,159 in 1998 to \$3,421 in 2013, which is a \$1,262 increase over 15 years (an annual increase of about \$84 per year).

When measuring property tax in comparison to market value, the information shows that 1998 and 2013 property taxes are both 1.7% of market value.

Description	1998	2003	2008	2013
Property Value:				
Median Market Value				\$ 222,200
Taxable Median Market Value	\$ 128,500	\$ 182,700	\$ 286,600	\$ 205,000
Taxable Value	\$ 1,740	\$ 1,827	\$ 2,866	\$ 2,050
Tax Rates (taxable value):				
City tax rate	19.807%	28.753%	23.532%	36.970%
County & light rail tax rate	46.618%	56.010%	47.477%	69.768%
School district 621 tax rate	50.164%	21.984%	20.380%	29.444%
Misc. tax rates combined	6.604%	5.250%	4.138%	5.960%
Total Tax Rate [1]	123.193%	111.997%	95.527%	142.142%
Tax Rates (market value):				
School district	0.17563%	0.05178%	0.18924%	0.22834%
Property Tax as % of Market Value	1.7%	1.1%	1.1%	1.7%
Property Tax by Jurisdiction				
City	\$ 310.91	\$ 471.93	\$ 646.23	\$ 757.89
County	731.75	919.29	1,303.80	1,430.24
School dist	1,013.10	455.43	1,102.03	1,110.97
Misc.	103.66	86.17	113.64	122.18
Total	\$ 2,159.42	\$ 1,932.82	\$ 3,165.70	\$ 3,421.28

The change in the total tax bill from 2012 to 2013 for all residential property in Shoreview is shown in the table at right and in the graph below. According to Ramsey County, the total tax bill remained the same or decreased for 4,687 homes (49% of homes).

Change in Total Residential Property Taxes		
Change in Dollars	Number of Homes	Percent of Total
Decrease or no change	4,687	49%
Increase \$1 to \$100	1,599	17%
Increase \$101 to \$200	1,149	12%
Increase \$201 to \$300	761	8%
Increase \$301 to \$400	564	6%
Increase \$401 to \$500	277	3%
Increase more than \$500	471	5%
Total Residential	9,508	100%



MONTHLY REPORT

Attached is the monthly report for February of 2013.

General Fund
For Year 2013 Through The Month Of February

	Budget	Actual	Variance	Percent YTD This Yr Last Yr	
REVENUES					
Property Taxes	6,639,567		6,639,567		
Licenses & Permits	314,050	62,384	251,666	19.86	27.42
Intergovernmental	185,622	83,393	102,230	44.93	45.86
Charges for Services	1,284,970	61,178	1,223,792	4.76	2.60
Fines & Forfeits	62,500	2,027	60,473	3.24	9.14
Interest Earnings	45,000		45,000		
Miscellaneous	24,040	3,032	21,008	12.61	17.88
TOTAL REVENUES	8,555,749	212,015	8,343,734	2.48	2.48
EXPENDITURES					
General Government					
Administration	549,989	74,586	475,403	13.56	13.19
Communications	195,504	22,696	172,808	11.61	7.76
Council & commiss	146,343	65,323	81,020	44.64	45.95
Elections	3,300	90	3,210	2.72	
Finance/accounting	558,561	79,401	479,160	14.22	13.33
Human Resources	258,301	30,841	227,460	11.94	11.34
Information systems	327,064	92,358	234,706	28.24	23.49
Legal	95,000	6,871	88,129	7.23	
Total General Government	2,134,062	372,166	1,761,896	17.44	15.50
Public Safety					
Emergency services	7,618	772	6,846	10.13	15.38
Fire	947,610	473,533	474,077	49.97	50.32
Police	1,927,465	322,078	1,605,387	16.71	18.65
Total Public Safety	2,882,693	796,382	2,086,311	27.63	28.59
Public Works					
Forestry/nursery	115,096	3,865	111,231	3.36	3.09
Pub Works Adm/Engin	453,274	58,002	395,272	12.80	13.15
Streets	791,653	97,635	694,018	12.33	12.00
Trail mgmt	115,797	7,511	108,286	6.49	5.22
Total Public Works	1,475,820	167,013	1,308,807	11.32	11.29
Parks and Recreation					
Municipal buildings	130,035	4,257	125,778	3.27	2.65
Park Maintenance	1,139,696	109,001	1,030,695	9.56	9.15
Park/Recreation Adm	341,562	47,777	293,785	13.99	14.50
Total Parks and Recreation	1,611,293	161,035	1,450,258	9.99	9.80
Community Develop					
Building Inspection	155,874	33,091	122,783	21.23	13.34
Planning/zoning adm	402,507	52,270	350,237	12.99	14.24
Total Community Develop	558,381	85,361	473,020	15.29	13.98

General Fund
For Year 2013 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
TOTAL EXPENDITURES	8,662,249	1,581,957	7,080,292	18.26	17.89
OTHER					
Transfers In	519,000	19,167	499,833	3.69	3.85
Transfers Out	-412,500	-38,666	-373,834	9.37	34.31
TOTAL OTHER	106,500	-19,499	125,999	-18.31	-148.38
Net change in fund equity		-1,389,442	2,137,110		
Fund equity, beginning		3,976,412			
Fund equity, ending		2,586,970			
Less invested in capital assets					
Net available fund equity		2,586,970			

Recycling
For Year 2013 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	67,000		67,000		
Charges for Services	480,980		480,980		.01
TOTAL REVENUES	547,980		547,980		.01
EXPENDITURES					
Public Works					
Recycling	504,166	33,185	470,981	6.58	6.49
Total Public Works	504,166	33,185	470,981	6.58	6.49
TOTAL EXPENDITURES	504,166	33,185	470,981	6.58	6.49
Net change in fund equity	43,814	-33,185	76,999		
Fund equity, beginning		114,960			
Fund equity, ending		81,775			
Less invested in capital assets					
Net available fund equity		81,775			

STD Self Insurance
For Year 2013 Through The Month Of February

	Budget	Actual	Variance	Percent YTD This Yr Last Yr	
REVENUES					
Charges for Services	7,500	1,292	6,208	17.23	16.75
Interest Earnings	600		600		
TOTAL REVENUES	8,100	1,292	6,808	15.95	15.51
EXPENDITURES					
Miscellaneous					
Short-term Disab	8,000		8,000		
Total Miscellaneous	8,000		8,000		
TOTAL EXPENDITURES	8,000		8,000		
Net change in fund equity	100	1,292	-1,192		
Fund equity, beginning		41,503			
Fund equity, ending		42,795			
Less invested in capital assets					
Net available fund equity		42,795			

Community Center
For Year 2013 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	2,323,755	418,419	1,905,336	18.01	18.61
Interest Earnings	9,000		9,000		
TOTAL REVENUES	2,332,755	418,419	1,914,336	17.94	18.54
EXPENDITURES					
Parks and Recreation					
Community center	2,561,724	319,933	2,241,791	12.49	11.42
Total Parks and Recreation	2,561,724	319,933	2,241,791	12.49	11.42
TOTAL EXPENDITURES	2,561,724	319,933	2,241,791	12.49	11.42
OTHER					
Transfers In	312,000	52,000	260,000	16.67	16.67
TOTAL OTHER	312,000	52,000	260,000	16.67	16.67
Net change in fund equity	83,031	150,486	-67,455		
Fund equity, beginning		828,287			
Fund equity, ending		978,773			
Less invested in capital assets					
Net available fund equity		978,773			

Recreation Programs
For Year 2013 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	1,400,926	180,354	1,220,572	12.87	11.04
Interest Earnings	4,800		4,800		
Miscellaneous		20	-20		
TOTAL REVENUES	1,405,726	180,374	1,225,352	12.83	11.00
EXPENDITURES					
Parks and Recreation					
Adult & youth sports	109,874	11,289	98,585	10.27	9.96
Aquatics	131,212	16,928	114,284	12.90	10.54
Community programs	100,183	22,446	77,737	22.40	19.37
Drop-in Child Care	68,196	9,597	58,599	14.07	14.89
Fitness Programs	201,306	28,376	172,930	14.10	16.16
Park/Recreation Adm	344,288	44,853	299,435	13.03	12.58
Preschool Programs	74,516	16,536	57,980	22.19	18.60
Summer Discovery	196,598	1,861	194,737	.95	1.15
Youth/Teen	70,949	9,524	61,425	13.42	12.74
Total Parks and Recreation	1,297,122	161,410	1,135,712	12.44	12.20
TOTAL EXPENDITURES	1,297,122	161,410	1,135,712	12.44	12.20
OTHER					
Transfers In	70,000		70,000		
Transfers Out	-80,000	-13,334	-66,666	16.67	16.67
TOTAL OTHER	-10,000	-13,334	3,334	133.34	125.00
Net change in fund equity	98,604	5,631	226,305		
Fund equity, beginning		545,206			
Fund equity, ending		550,837			
Less invested in capital assets					
Net available fund equity		550,837			

Cable Television
For Year 2013 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	288,400		288,400		
Interest Earnings	1,800		1,800		
Miscellaneous	1,200	200	1,000	16.67	16.67
TOTAL REVENUES	291,400	200	291,200	.07	.07
EXPENDITURES					
General Government					
Cable television	153,398	73,440	79,958	47.88	49.00
Total General Government	153,398	73,440	79,958	47.88	49.00
TOTAL EXPENDITURES	153,398	73,440	79,958	47.88	49.00
OTHER					
Transfers Out	-116,920	-19,167	-97,753	16.39	15.17
TOTAL OTHER	-116,920	-19,167	-97,753	16.39	15.17
Net change in fund equity	21,082	-92,407	308,996		
Fund equity, beginning		215,665			
Fund equity, ending		123,258			
Less invested in capital assets					
Net available fund equity		123,258			

Econ Devel Auth/EDA
For Year 2013 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	60,000		60,000		
TOTAL REVENUES	60,000		60,000		
EXPENDITURES					
Community Develop					
Econ Development-EDA	52,547	8,540	44,007	16.25	12.95
Total Community Develop	52,547	8,540	44,007	16.25	12.95
TOTAL EXPENDITURES	52,547	8,540	44,007	16.25	12.95
Net change in fund equity	7,453	-8,540	15,993		
Fund equity, beginning		185,524			
Fund equity, ending		176,984			
Less invested in capital assets					
Net available fund equity		176,984			

HRA Programs of EDA
For Year 2013 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	75,000		75,000		
TOTAL REVENUES	75,000		75,000		
EXPENDITURES					
Community Develop					
Housing Programs-HRA	69,807	4,626	65,181	6.63	9.19
Total Community Develop	69,807	4,626	65,181	6.63	9.19
TOTAL EXPENDITURES	69,807	4,626	65,181	6.63	9.19
Net change in fund equity	5,193	-4,626	9,819		
Fund equity, beginning		35,700			
Fund equity, ending		31,074			
Less invested in capital assets					
Net available fund equity		31,074			

Liability Claims
For Year 2013 Through The Month Of February

	Budget	Actual	Variance	Percent YTD This Yr Last Yr	
REVENUES					
Interest Earnings	2,400		2,400		
Miscellaneous	30,000		30,000		
TOTAL REVENUES	32,400		32,400		
EXPENDITURES					
Miscellaneous					
Insurance Claims	32,000	694	31,306	2.17	3.95
Total Miscellaneous	32,000	694	31,306	2.17	3.95
TOTAL EXPENDITURES	32,000	694	31,306	2.17	3.95
Net change in fund equity	400	-694	1,094		
Fund equity, beginning		192,054			
Fund equity, ending		191,360			
Less invested in capital assets					
Net available fund equity		191,360			

Slice SV Event
For Year 2013 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	23,000	4,025	18,975	17.50	31.90
Miscellaneous	25,000	5,315	19,685	21.26	12.44
TOTAL REVENUES	48,000	9,340	38,660	19.46	21.55
EXPENDITURES					
General Government					
Slice of Shoreview	58,200	193	58,007	.33	10.88
Total General Government	58,200	193	58,007	.33	10.88
TOTAL EXPENDITURES	58,200	193	58,007	.33	10.88
OTHER					
Transfers In	10,000		10,000		
TOTAL OTHER	10,000		10,000		
Net change in fund equity	-200	9,147	-9,347		
Fund equity, beginning		52,558			
Fund equity, ending		61,705			
Less invested in capital assets					
Net available fund equity		61,705			

Water Fund
For Year 2013 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	12,940	6,591	6,349	50.94	
Utility Charges	2,584,000	292,762	2,291,238	11.33	11.84
Late fees		5,944	-5,944		
Water meters	3,000	1,149	1,851	38.29	83.29
Other prop charges	4,000	2,876	1,124	71.89	92.53
Interest Earnings	35,000		35,000		
TOTAL REVENUES	2,638,940	309,321	2,329,619	11.72	11.86
EXPENDITURES					
Proprietary					
Water Operations	1,569,417	149,854	1,419,563	9.55	8.60
Total Proprietary	1,569,417	149,854	1,419,563	9.55	8.60
TOTAL EXPENDITURES	1,569,417	149,854	1,419,563	9.55	8.60
OTHER					
Depreciation	-630,000	-105,000	-525,000	16.67	16.67
Transfers Out	-262,500		-262,500		
GO Revenue Bonds	-171,435	-89,563	-81,872	52.24	53.98
TOTAL OTHER	-1,063,935	-194,563	-869,372	18.29	19.40
Net change in fund equity	5,588	-35,096	1,779,427		
Fund equity, beginning		12,445,554			
Fund equity, ending		12,410,458			
Less invested in capital assets		9,427,325			
Net available fund equity		2,983,133			

Sewer Fund
For Year 2013 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	10,310	5,252	5,058	50.94	
Charges for Services	200	24	176	12.18	671.70
Utility Charges	3,710,000	556,266	3,153,734	14.99	15.03
Late fees		7,963	-7,963		
Facility/area chgs	4,000		4,000		44.07
Other prop charges	2,500		2,500		84.00
Interest Earnings	25,000		25,000		
TOTAL REVENUES	3,752,010	569,506	3,182,504	15.18	15.25
EXPENDITURES					
Proprietary					
Sewer Operations	3,152,625	534,342	2,618,283	16.95	17.58
Total Proprietary	3,152,625	534,342	2,618,283	16.95	17.58
TOTAL EXPENDITURES	3,152,625	534,342	2,618,283	16.95	17.58
OTHER					
Depreciation	-310,000	-51,666	-258,334	16.67	16.67
Transfers Out	-196,500		-196,500		
GO Revenue Bonds	-68,884	-35,976	-32,908	52.23	51.84
TOTAL OTHER	-575,384	-87,642	-487,742	15.23	15.65
Net change in fund equity	24,001	-52,478	1,051,963		
Fund equity, beginning		7,284,108			
Fund equity, ending		7,231,630			
Less invested in capital assets		4,725,848			
Net available fund equity		2,505,782			

Surface Water Mgmt
For Year 2013 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	3,750	1,905	1,845	50.81	
Utility Charges	1,162,000	167,900	994,100	14.45	14.39
Late fees		2,237	-2,237		
Lake Impr Dist chgs	45,140	5,837	39,303	12.93	9.92
Other prop charges	5,000	550	4,450	11.00	18.60
Interest Earnings	8,000		8,000		
TOTAL REVENUES	1,223,890	178,429	1,045,461	14.58	14.09
EXPENDITURES					
Proprietary					
Snail Lake Aug.	28,836	2,273	26,563	7.88	4.35
Surface Water Oper	685,590	43,404	642,186	6.33	5.90
Total Proprietary	714,426	45,677	668,749	6.39	5.84
TOTAL EXPENDITURES	714,426	45,677	668,749	6.39	5.84
OTHER					
Depreciation	-223,000	-37,166	-185,834	16.67	16.67
Transfers Out	-126,900		-126,900		
GO Revenue Bonds	-75,594	-41,055	-34,539	54.31	52.49
TOTAL OTHER	-425,494	-78,221	-347,273	18.38	19.79
Net change in fund equity	83,970	54,531	723,984		
Fund equity, beginning		7,384,772			
Fund equity, ending		7,439,303			
Less invested in capital assets		6,135,855			
Net available fund equity		1,303,448			

Street Light Utility
For Year 2013 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Utility Charges	474,000	69,793	404,207	14.72	14.69
Late fees		1,066	-1,066		
Interest Earnings	2,700		2,700		
Miscellaneous	500		500		
TOTAL REVENUES	477,200	70,859	406,341	14.85	14.79
EXPENDITURES					
Proprietary					
Street lighting	268,571	18,177	250,394	6.77	6.43
Total Proprietary	268,571	18,177	250,394	6.77	6.43
TOTAL EXPENDITURES	268,571	18,177	250,394	6.77	6.43
OTHER					
Depreciation	-48,000	-8,000	-40,000	16.67	16.67
Transfers Out	-19,000		-19,000		
TOTAL OTHER	-67,000	-8,000	-59,000	11.94	11.99
Net change in fund equity	141,629	44,682	214,947		
Fund equity, beginning		749,937			
Fund equity, ending		794,619			
Less invested in capital assets		432,561			
Net available fund equity		362,058			

Central Garage Fund
For Year 2013 Through The Month Of February

	Budget	Actual	Variance	Percent YTD This Yr Last Yr	
REVENUES					
Property Taxes	184,000		184,000		
Intergovernmental	86,530	43,161	43,369	49.88	
Cent Garage chgs	1,153,020		1,153,020		.07
Interest Earnings	10,000		10,000		
TOTAL REVENUES	1,433,550	43,161	1,390,389	3.01	.05
EXPENDITURES					
Proprietary					
Central Garage Oper	593,566	84,799	508,767	14.29	14.41
Total Proprietary	593,566	84,799	508,767	14.29	14.41
Capital Outlay					
Central Garage Oper		28	-28		
Total Capital Outlay		28	-28		
TOTAL EXPENDITURES	593,566	84,827	508,739	14.29	14.41
OTHER					
Sale of Asset	41,000		41,000		
Transfers In	200,900		200,900		
Depreciation	-696,000	-116,000	-580,000	16.67	16.67
GO CIP Bonds	-243,128	-123,316	-119,812	50.72	50.14
TOTAL OTHER	-697,228	-239,316	-457,912	34.32	32.81
Net change in fund equity	142,756	-280,983	1,823,362		
Fund equity, beginning		3,713,231			
Fund equity, ending		3,432,248			
Less invested in capital assets		3,228,575			
Net available fund equity		203,673			

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 02-28-13

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
CERTIFICATE DEPOSIT							
1,185	Morgan Stanley Smith Barney LLC	CD	273	10-03-12	07-03-13	249,000.00	.400000
1,186	Morgan Stanley Smith Barney LLC	CD	273	10-03-12	07-03-13	249,000.00	.350000
1,143	Morgan Stanley Smith Barney LLC	CD	549	02-24-12	08-26-13	121,000.00	.548000
1,146	Morgan Stanley Smith Barney LLC	CD	550	03-02-12	09-03-13	128,000.00	.550000
1,182	Dain Rauscher Investment Services	CD	365	09-19-12	09-19-13	248,000.00	.600000
1,145	Morgan Stanley Smith Barney LLC	CD	730	02-29-12	02-28-14	249,000.00	.550000
1,147	Morgan Stanley Smith Barney LLC	CD	730	03-07-12	03-07-14	249,000.00	.500000
1,148	Morgan Stanley Smith Barney LLC	CD	731	03-09-12	03-10-14	249,000.00	.650000
1,150	Morgan Stanley Smith Barney LLC	CD	730	03-28-12	03-28-14	249,000.00	.650000
1,187	Morgan Stanley Smith Barney LLC	CD	732	10-12-12	10-14-14	248,000.00	.900000
1,141	Morgan Stanley Smith Barney LLC	CD	1,097	02-08-12	02-09-15	150,000.00	1.000000
1,163	Dain Rauscher Investment Services	CD	1,095	07-09-12	07-09-15	248,000.00	1.000000
1,164	Dain Rauscher Investment Services	CD	1,097	07-11-12	07-13-15	248,000.00	1.150000
1,140	Morgan Stanley Smith Barney LLC	CD	1,461	02-08-12	02-08-16	248,000.00	1.150000
1,142	Morgan Stanley Smith Barney LLC	CD	1,461	02-08-12	02-08-16	248,000.00	1.300000
1,155	Morgan Stanley Smith Barney LLC	CD	1,461	05-16-12	05-16-16	98,000.00	1.250000
1,165	Dain Rauscher Investment Services	CD	1,462	07-17-12	07-18-16	248,000.00	1.250000
1,154	Morgan Stanley Smith Barney LLC	CD	1,645	05-16-12	11-16-16	248,000.00	1.300000
1,161	Dain Rauscher Investment Services	CD	1,826	07-06-12	07-06-17	247,000.00	1.800000
1,162	Dain Rauscher Investment Services	CD	1,826	07-06-12	07-06-17	247,000.00	1.800000
1,169	Morgan Stanley Smith Barney LLC	CD	1,826	07-25-12	07-25-17	248,000.00	1.550000
1,172	Morgan Stanley Smith Barney LLC	CD	1,826	07-26-12	07-26-17	247,000.00	1.700000
1,183	Dain Rauscher Investment Services	CD	2,191	09-27-12	09-27-18	249,000.00	1.308400
1,168	Dain Rauscher Investment Services	CD	3,652	07-25-12	07-25-2022	249,000.00	2.425000
1,181	Dain Rauscher Investment Services	CD	3,652	09-12-12	09-12-2022	249,000.00	2.325400
1,189	Dain Rauscher Investment Services	CD	3,652	12-07-12	12-07-2022	249,000.00	2.075100
1,167	Dain Rauscher Investment Services	CD	5,478	07-19-12	07-19-2027	238,000.00	3.416200
1,174	Dain Rauscher Investment Services	CD	5,477	07-31-12	07-30-2027	246,000.00	3.183400

Total Number Of Investments: 28

6,444,000.00

FEDERAL HOME LN BK

1,159	Dain Rauscher Investment Services	FH	3,647	07-03-12	06-28-2022	600,000.00	2.789800
1,160	Dain Rauscher Investment Services	FH	3,647	07-03-12	06-28-2022	405,000.00	2.789800
1,166	Dain Rauscher Investment Services	FH	32,66	07-18-12	07-18-2022	600,000.00	2.998400
1,171	Morgan Stanley Smith Barney LLC	FH	3,652	07-26-12	07-26-2022	600,000.00	2.761000
1,184	Morgan Stanley Smith Barney LLC	FH	3,652	09-28-12	09-28-2022	500,000.00	2.273700

Total Number Of Investments: 5

2,705,000.00

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 02-28-13

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
FEDERAL NATL MTG							
1,176	Dain Rauscher Investment Services	FN	2,078	08-08-12	04-17-18	804,278.48	2.283500
1,152	Dain Rauscher Investment Services	FN	5,478	04-12-12	04-12-2027	1,000,000.00	4.231000
1,158	Dain Rauscher Investment Services	FN	5,478	06-28-12	06-28-2027	600,000.00	3.664700
1,170	Dain Rauscher Investment Services	FN	5,475	07-26-12	07-23-2027	1,007,347.00	3.400000
1,173	Dain Rauscher Investment Services	FN	5,478	07-30-12	07-30-2027	600,000.00	3.498100
1,178	Dain Rauscher Investment Services	FN	5,478	08-13-12	08-13-2027	600,000.00	3.208200
1,151	Dain Rauscher Investment Services	FN	7,305	03-29-12	03-29-2032	500,000.00	4.746800
1,157	Dain Rauscher Investment Services	FN	7,305	06-21-12	06-21-2032	500,000.00	4.247100

Total Number Of Investments: 8 5,611,625.48

FED HM MORTG POOL

1,175	Dain Rauscher Investment Services	HP	2,549	08-07-12	07-31-19	513,457.55	3.007100
1,179	Wells Fargo Brokerage Services	HP	2,556	08-22-12	08-22-19	500,000.00	1.399400
1,180	Wells Fargo Bank MN, NA	HP	2,556	08-22-12	08-22-19	460,000.00	1.399400
1,149	Morgan Stanley Smith Barney LLC	HP	3,197	03-22-12	12-22-2020	550,000.00	2.583100
1,127	Dain Rauscher Investment Services	HP	3,653	07-29-11	07-29-2021	500,000.00	3.996700

Total Number Of Investments: 5	2,523,457.55
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TAXABLE MUNCLPL BONDS

1,190	Dain Rauscher Investment Services	TM	2,302	12-11-12	04-01-19	503,020.00	1.349400
1,177	Wells Fargo Brokerage Services	TM	2,579	08-09-12	09-01-19	503,340.00	1.572100
1,192	Dain Rauscher Investment Services	TM	2,544	12-27-12	12-15-19	224,901.60	2.962000
1,191	Dain Rauscher Investment Services	TM	2,910	12-27-12	12-15-2020	235,407.30	3.395000
1,188	Dain Rauscher Investment Services	TM	3,494	12-05-12	06-30-2022	268,192.80	3.576000
1,193	Dain Rauscher Investment Services	TM	3,640	12-27-12	12-15-2022	250,218.50	3.745000

Total Number Of Investments: 6	1,985,080.20
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INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 02-28-13

[illegible]

TO: MAYOR, CITY COUNCIL AND CITY MANAGER

FROM: MARK J. MALONEY, PUBLIC WORKS DIRECTOR

DATE: MARCH 13, 2013

SUBJ: PUBLIC WORKS MONTHLY REPORT

ADMINISTRATIVE ACTIVITIES

The department is closely monitoring the progress of two transportation bills through the State Legislature this session. The first bill (HF 222/SF 61) provides for funding for the design and environmental permitting costs associated with the replacement of the Rice Street/I-694 Interchange. This project, when eventually funded by the State, will have a dramatic impact on traffic patterns and the timing of other improvements in Shoreview. Mayor Martin has testified before both Senate and House committees in supporting this bill. In addition, HF 745/SF 607 concerning Authority for Street Improvement Districts is a case of interest to cities. The Public Works Director testified at the House Transportation Policy Committee hearing last week on pavement management concepts and for the need for cities to have tools to fund local street infrastructure needs. If passed into law, this would give cities the authority to create a funding mechanism that reduces the dependence on the general tax levy for street maintenance and rehabilitation needs.

Environmental Services –

The next Environmental Quality Committee speaker series, on March 20, will feature John Moriarity's presentation, "Trees: The Good, the Bad, the Ugly". The EQC also conducted a goal setting exercise in February to develop their annual work program. The EQC will be reviewing this work program with the council at an upcoming workshop meeting.

The May 18th Clean Up Day event is in the planning stages – staff has drafted a contract agreement spelling out responsibilities for both Shoreview and Arden Hills.

Staff has been conducting additional Emerald Ash Borer surveys with Department of Agriculture personnel. About 11 more trees have been confirmed as infested, all within the same Shamrock Park neighborhood. Property owners with infested trees have been notified and the trees have been marked for removal. These trees must be removed by April 15th to prevent the beetles from emerging and entering new trees. Those with suspect trees will also be notified of options, including pre-emptive removal and replacement, treatment by a licensed tree contractor, or waiting until it's infested to be marked for removal. The Department of Agriculture will continue sampling the branches from trees within the City's right of way for their own survey to track beetle density.

With spring fast approaching, construction season is also picking up. With that, erosion control inspections and follow up with contractors is also beginning. Staff is working on creating a tracking spreadsheet to manage construction sites, record past inspections, and to resolve complaints. This

tracking method will also aid in completing the annual NPDES report regarding erosion control violations.

Staff attended the MN Shade Tree Short Course and a CERTS (Clean Energy Resource Teams) workshop on lighting retrofits for municipal best practices.

MAINTENANCE ACTIVITIES

Public works crews worked together through three full crew plowing events. Trails and sidewalks were also cleared after these three snowfall events. Street crews were also called in on two other lighter snowfall events to salt streets for de-icing. Before each event street crews were out anti-icing the main roads in preparation of the snowfall events. The street crews did quite a bit of clean up after these events because it was necessary to do a majority of the plowing during daytime hours. Plowing during the day means there are a number of parked cars the plow drivers had to go around. Also with the amount of snowfall, street crews had to bench back snow along the boulevards and trails to make room for the next snowfall. Plowtrucks and equipment is cleaned, inspected and repaired as necessary before and after each event.

Street crews continue with routine sign maintenance repairs and replacements. They put up annual load limit signs throughout the City. Spring weight limit restrictions went into effect on Friday, March 15. Crews also continue with boulevard tree trimming as time allows. They have also been opening and clearing catch basins in anticipation of the Spring melt. The mechanics have thoroughly inspected each sweeper and made repairs as needed. Street sweeping began on March 14, and will continue as long as the weather permits.

Utility Crews continue with their daily inspections and routine maintenance of all wells and lift stations, the booster station and water towers. They have been cleaning and performing routine minor repairs and housekeeping at each well house. Water samples are collected and analyzed each day. Crews respond to location requests by finding and marking City utilities within proposed excavation areas. The construction season is quickly approaching which greatly increases the number of location requests. Utility crews are also spending time rodding and flushing sewers and inspecting manholes. We did respond to a report of a blocked sewer near Lake Owasso and were able to remove the blockage prior to any sewage backups into area homes.

Department of Corrections Crew –

The crew continues to clean the maintenance center daily. DOC crews are out after each snowfall event and complete the hand work along trails, boardwalks and bus stops. They also perform hand snow removal work around the maintenance center. They are also shoveling out fire hydrants as needed. The crew leader we have been working with the last two years has retired, leaving that position open. It is anticipated that a new crew leader will be hired and the DOC crew will be back working with us in the next week or so.

PROJECT UPDATES

Owasso Street Re-alignment, Project 09-12

At the March 4th meeting the Council approved the plans and specifications for the project and a bid date was set for April 4th. It is expected the contract will be presented to the Council for award at the April 18th meeting.

Staff continues to work with the developer and their contractor on the construction start date for the building.

Floral/Demar/County Road F Neighborhood Reconstruction, Project 12-01

Essentially all work has been completed in the Demar Avenue and County Road F neighborhood. The restoration work has been completed on all yards and sod has been placed. The asphalt wear course, mailboxes, and street lights have been installed and the street lights have been energized.

The wear course was paved on Floral Drive, mailboxes installed and the top soil has been placed and covered with mulch. The contractor is working on the punch list items. The sod work is scheduled later this spring.

Water System Improvements – Westin Woods Booster Station, Project 12-02

The preconstruction meeting for the project was held and the contractor is planning to start the project in mid-May and complete the project by late June/early July. Staff has provided an update of the project schedule to the Weston Woods townhome association.

Red Fox Road Reconstruction, Project 12-04

Target has agreed to transfer ownership of their storm pond to the City and staff will work with Target to complete this transfer. Staff has applied for a Rice Creek Watershed District (RCWD) permit on behalf of the City and the permit is currently under review by the RCWD. Engineering staff continues to work on the plans and specifications and is planning to present them to the Council for approval in April.

County Road D and Cottage Place Reconstruction, Project 13-01

The plans were submitted to state aid and staff received comments that required changes to the plans. Staff is currently making the changes and will resubmit the plans to state aid for review and approval. Staff has applied for a RCWD permit on behalf of the City and the permit is currently under review by the RCWD. Engineering staff continues to work on the plans and specifications and is planning to present them to the Council for approval in April.

2013 Street Rehabilitation, Project 13-02

Staff is in the process of developing the plans and specifications for the project and is planning to present them to the Council for approval in April.

Gaston, Grove, and St. Albans Water Main Extension, Project 13-03

Staff is the process of developing the plans and specifications for the project, which will be included as part of the 2013 Street Rehabilitation project.

TO: MAYOR AND COUNCILMEMBERS

FROM: TERRY SCHWERM
CITY MANAGER

DATE: MARCH 13, 2013

SUBJECT: MONTHLY REPORT

DEPARTMENT ACTIVITY

The Bucher Park Renovation project is currently out for bids. The project includes the creation of a new playground area and entryway into the park, replacement and extension of trail segments, a new picnic shelter, as well as alternates that include improvements to the soccer fields and creation of a plaza area near the baseball fields. The City will receive the bids on March 26 and the Council will be asked to award the bids at its April 1 meeting. The City Council has already accepted the proposal from St. Croix Recreation for new playground equipment for the park.

The registration period for spring and summer programs started this week and will continue through early June. The ShoreViews newsletter, which contains information on our summer programs, was mailed to all homeowners about a week before the registration period opened.

Free fitness class offerings will be held from Monday, March 18 – Saturday, March 23. These classes provide an opportunity for people to try a variety of fitness classes to determine which class they enjoy. The Shoreview Egg Hunt will be held on Saturday, March 30th in the pavilion.

COMMUNITY CENTER

The Community Center had another successful year in 2012. The final numbers illustrate a healthy revenue stream, with a 14% increase in revenue compared to three years ago. Membership sales have been over \$1,100,000.00 the last two years. Membership sales have increased over 25% in the past four years. Staff expects membership sales to stabilize at this level.

Membership retention has remained over 90% for the past two months. Corporate memberships have started this month with Par Nuclear. Employees from this company will be able to purchase annual memberships at the monthly Shoreview resident rate by showing their employee ID and filling out a contract.

There was a small increase in daily admission revenue compared to last year. In an attempt to assure that all guests are paying to use the facility, an attendant has been positioned in the

fitness center and gym checking for wristbands. The Fitness Center stayed active with a significant increase in use of the strength training equipment. There were over 150 personal training sessions redeemed during the month of February and 21 new member fitness orientations. During peak hours, members have needed to be reminded of the 30 minute maximum rule for cardio equipment while others are waiting. The Winter Body Challenge concludes on March 11th, there have been many successful participants this session.

The Tropics Waterpark hosted five private pool parties this month. There were another 10 pool groups visiting the water park during regular business hours. Lifeguards have kept busy during their rotation breaks helping clean locker rooms, wave café area, and checking the Tropical Adventure indoor playground. There were over 2000 visitors on Presidents' Day. The new water filtration system which was installed in September has kept up with the increased pool activity. The water clarity has improved on days that there is heavy use of the pool; there is less need for back washing, and less staining on pool surfaces. There has been a change to a government contract on cleaning supplies. Staff is ordering supplies through US Communities Government Contract which is expected to save nearly \$19,000.00 in 2013.

There were many birthday parties hosted at the Shoreview Community Center this month. Birthday Party revenue increased 47% compared to last year. A rental team has been established to increase the amount of calls that can be answered and events that can be booked. More staff has been available to conduct rental tours and answer questions regarding hosting various events at the Community Center. There were over 330 events booked this month compared to 240 last year. Some of the marketing efforts have been the billboard on 694, advertising on the new Wedding Wire, and attending the Wedding Fair. Staff is investigating a promotion with Crowd Cut next month.

PARK MAINTENANCE CREW

The crew had a better year for maintaining the hockey and general skating rinks. The warm temperatures at the start of the season did not help, but we had cold weather during January and February. We were able to keep rinks open until March 1st. The crew had to scrape off boils each day to keep the rinks safe. Heavy snows at the end of February and early March were hard on the crew. On March 5th, the crew spent the whole day cleaning parking lots, bike paths in the parks and sidewalks. One crewmember with the sidewalk broom made 11 trips around the walks of the Community Center and the Library during the day.

All hockey nets have been pulled in to the shop. The crew is in the process of making repairs that are needed before putting them into storage. All gate planks have been brought in. They have been dried off, repaired and put into storage. The crew is in the process of cleaning the park buildings. All the benches, tables and trash receptacles have been removed from the park buildings.

The crew has replaced parking lot lights at the Community Center, Wilson and Sitzer Parks. Outside building lights have been replaced at Shamrock and McCullough Parks. The thermostats in all park buildings have been turned down to 55 degrees.

The crew continues to pick up trash on a daily basis at the Community Center, the Library and the parks. The trash receptacles are dumped on an as needed basis. The crew also cleaned the restrooms at the Pavilion until the rinks closed on March 1st. They will now be cleaned only when there is a rental. Once summer is here, they will go back to being cleaned daily because of recreation program use of the pavilion.

COMMUNITY CENTER CREW

The crew has been busy keeping the building on its cleaning schedule. They have also cleaned carpet in the Park & Recreation lobby, the Tropical Adventure Playground and the hallway by the Community Room kitchen. The crew also has been busy dusting off the underside of the running track in the gym and gym activity room. The crew also treated the slides in the playground to slow down the speed of children using them. The crew does this twice a year to prevent injuries from going down the slides too fast. The contractor that we use for inspecting the indoor playground had to replace five triangle decks, one horizontal roller and one wedge climber, which were worn out from regular use. These parts are covered under the fee that we pay for their services.

RECREATION PROGRAMS

Winter program registration numbers have been finalized. We saw slight increases in adult programs, aquatics, and youth sports. Adult sports continue to decline and have dropped by 20 teams since 2009. Overall, winter programs were successful and on par with the year before. Ice rink attendance increased, however, on average we were open 6 more days than last year.

Winter Participation	2013	2012	2011	2010	2009
Adult Enrichment	272	213	205	228	181
Fitness	1362	1369	1207	1137	1197
Adult Sports	12 teams	16 teams	26 teams	30 teams	32 teams
Aquatics	663	606	596	575	538
Ice Skating	110	115	126	133	107
Preschool Programs	73	54	55	35	43
Special Events	837	914	705	751	175
Tumbling	56	47	46	45	56
Youth Programs	58	99	224	121	183
Youth Sports	211	200	148	91	68
Total	3654	3617	3338	3146	2577
Winter On-line Registrations	1556	1530	1460	896	387

Ice Rinks	2012-13	2011-12	2010-11	2009-10	2008-2009
Total Attendance	9539	8508	11,960	12,294	12,802
Average days open	52.72	46.43	52	54	56

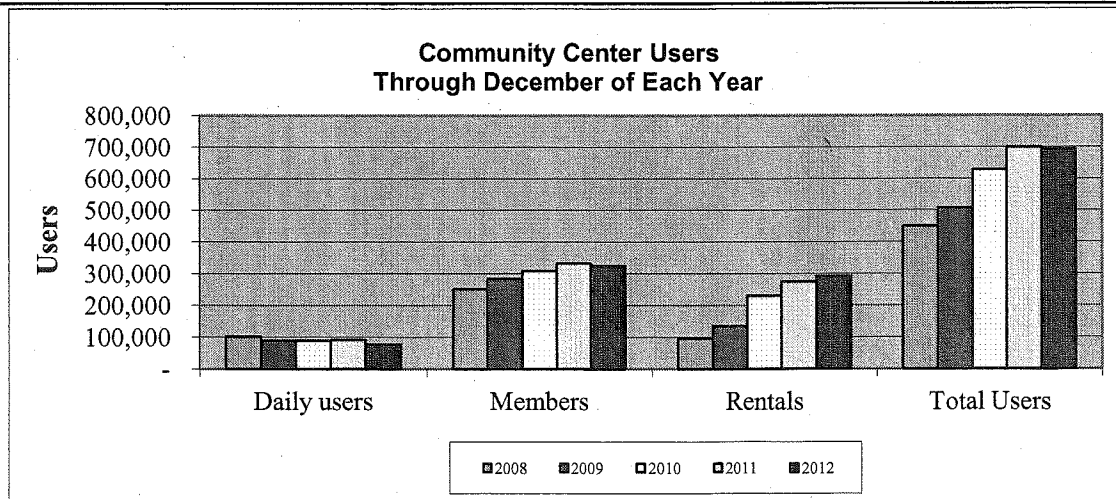
Summer Discovery Registration took place on Thursday, February 28. Both the K-5th grade and 6th-8th grade programs filled within two days. We opened up 10 additional spaces in the K-5 program, and 5 additional spaces in the grade 6-8 program. Currently there are 3 spots available in the K-5 program and 1 spot available in the 6-8 program, with a total of 256 participants registered.

School's Out Camps will be held during the 7 day spring break from March 14-22. Youth will be kept busy with crafts, games, theme activities, and swimming at the Tropics Waterpark.

Spring Swim Lessons are filling up very fast with nearly 800 participants enrolled. We are offering swim lessons on Sunday evenings during the spring session. On Tuesday evenings, we will also be offering upper level lessons, adult lessons, and Introduction to Swim Team at Chippewa Middle School. The Introduction to Swim Team filled up quickly and is a great way to encourage participants to get an introduction to competitive swimming teams.

**Community Center Activity Year-to-date
Through December Each Year**

	2008	2009	2010	2011	2012
Number of Users:					
Daily users	102,144	88,319	88,784	91,392	76,521
Members	251,898	284,384	308,404	332,762	324,216
Rentals	95,769	135,248	230,634	274,871	291,879
Total Users	449,811	507,951	627,822	699,025	692,616
Revenue:					
Admissions	\$ 494,723	\$ 548,432	\$ 522,371	\$ 597,166	\$ 555,210
Memberships-annual	649,790	783,741	933,541	1,007,883	1,040,037
Memberships-seasonal	140,658	115,668	106,953	103,304	97,673
Room rentals	213,668	219,052	220,664	250,299	255,411
Wave Café	149,110	163,086	176,816	195,578	192,354
Commissions	13,474	9,149	10,627	14,503	14,546
Locker/vending/video	33,757	32,458	29,470	29,606	25,575
Merchandise	7,658	9,577	10,656	13,724	14,522
Other miscellaneous	1,729	1,344	1,944	1,323	737
Building charge	95,152	89,882	94,415	98,441	101,757
Transfers in	250,000	310,000	310,000	297,000	300,000
Total Revenue	2,068,413	2,290,560	2,425,474	2,629,501	2,597,822
Expenditures:					
Personal services	1,243,857	1,287,910	1,319,270	1,352,471	1,399,969
Supplies	429,073	392,043	405,540	448,853	446,077
Contractual	503,357	507,042	544,863	600,542	599,683
Capital Outlay	-	-	-	-	5,727
Total Expenditures	2,176,287	2,186,995	2,269,673	2,401,866	2,451,456
Rev less Exp Year-to-date	\$ (107,874)	\$ 103,565	\$ 155,801	\$ 227,635	\$ 146,366

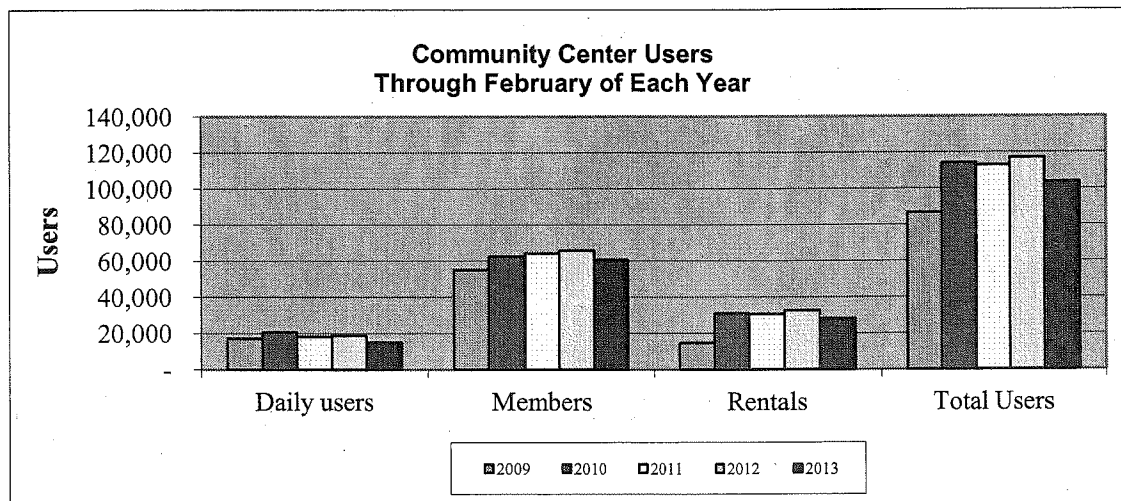


* Rental users in 2010 and later years include Summer Discovery Prgm

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**Community Center Activity Year-to-date
Through February Each Year**

	2009	2010	2011	2012	2013
Number of Users:					
Daily users	17,074	20,640	18,127	18,610	14,974
Members	55,002	62,608	64,240	65,839	60,662
Rentals	14,701	30,823	30,584	32,464	28,108
Total Users	86,777	114,071	112,951	116,913	103,744
Revenue:					
Admissions	\$ 100,540	\$ 116,822	\$ 116,588	\$ 114,896	\$ 110,376
Memberships-annual	128,811	160,559	190,950	189,731	186,910
Memberships-seasonal	30,685	26,273	25,592	23,930	23,062
Room rentals	37,004	46,417	42,298	49,672	53,470
Wave Café	29,882	35,772	39,397	37,434	38,975
Commissions	-	1,921	143	279	426
Locker/vending/video	3,445	3,704	2,397	4,031	3,135
Merchandise	978	1,662	2,024	2,341	2,159
Other miscellaneous	(18)	(23)	(5)	63	(93)
Transfers in	51,200	51,668	49,500	50,000	52,000
Total Revenue	382,527	444,775	468,884	472,377	470,420
Expenditures:					
Personal services	189,143	195,018	189,279	197,043	197,424
Supplies	52,535	51,912	66,209	57,155	67,121
Contractual	35,075	31,426	54,210	27,679	54,708
Total Expenditures	276,753	278,356	309,698	281,877	319,253
Rev less Exp Year-to-date	\$ 105,774	\$ 166,419	\$ 159,186	\$ 190,500	\$ 151,167



* Rental users in 2010 and later years include Summer Discovery Prgm

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**Community Center Monthly Activity
For the Year 2012**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Number of Users:													
Daily users	8,757	9,853	10,137	6,003	4,801	4,914	6,289	6,089	2,547	4,594	5,805	6,732	76,521
Members	34,702	31,137	29,693	27,472	25,620	25,094	26,585	24,860	19,992	25,021	27,312	26,728	324,216
Rentals	16,398	16,066	14,860	17,120	15,041	37,529	35,345	70,550	16,533	16,421	17,160	18,856	291,879
Total Users	59,857	57,056	54,690	50,595	45,462	67,537	68,219	101,499	39,072	46,036	50,277	52,316	692,616
Revenue:													
Admissions	\$ 55,671	\$ 45,702	\$ 67,428	\$ 40,239	\$ 34,868	\$ 46,024	\$ 51,546	\$ 45,866	\$ 10,568	\$ 25,520	\$ 33,548	\$ 43,615	\$ 500,595
Indoor playground	6,678	6,845	4,850	4,128	3,924	2,494	3,265	3,054	2,610	4,722	5,376	6,291	54,237
Memberships	121,572	92,089	86,050	68,705	69,225	72,207	69,527	74,020	81,313	93,797	105,112	199,549	1,133,166
Room rentals	24,441	25,231	15,536	21,979	18,627	26,549	17,245	22,644	19,042	22,895	19,661	21,561	255,411
Wave Café	20,842	16,592	21,932	13,945	13,729	15,760	15,655	18,985	7,176	14,782	15,495	17,339	192,232
Commissions	279	-	1,424	350	2,336	1,680	1,336	1,357	2,243	1,907	1,272	362	14,546
Locker/vending/video	1,016	3,015	1,869	2,685	1,102	2,374	1,055	1,961	3,039	1,764	1,207	3,358	24,445
Merchandise	1,177	1,164	1,935	997	1,365	1,214	1,633	1,537	726	963	890	917	14,518
Other miscellaneous	53	10	31	(33)	42	71	59	(104)	50	37	(24)	(82)	110
Building charge	-	-	-	-	-	100,000	-	-	-	-	-	-	100,000
Interest	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	300,000
Total Revenue	256,729	215,648	226,055	177,995	170,218	293,373	186,321	194,320	151,767	191,387	207,537	317,910	2,589,260
Expenditures:													
Personal services	86,352	110,691	109,922	103,825	106,288	160,760	111,336	114,288	102,560	99,313	158,281	106,001	1,369,617
Supplies	18,791	38,364	58,334	40,330	41,001	25,491	41,673	40,578	23,100	25,145	33,467	50,502	436,776
Contractual	8,918	18,761	71,950	63,435	63,612	44,855	48,798	51,328	43,170	72,961	37,830	48,147	573,765
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	114,061	167,816	240,206	207,590	210,901	231,106	201,807	206,194	168,830	197,419	229,578	204,650	2,380,158
Rev less Exp (monthly)	\$ 142,668	\$ 47,832	\$ (14,151)	\$ (29,595)	\$ (40,683)	\$ 62,267	\$ (15,486)	\$ (11,874)	\$ (17,063)	\$ (6,032)	\$ (22,041)	\$ 113,260	\$ 209,102
Rev less Exp (ytd)	\$ 142,668	\$ 190,500	\$ 176,349	\$ 146,754	\$ 106,071	\$ 168,338	\$ 152,852	\$ 140,978	\$ 123,915	\$ 117,883	\$ 95,842	\$ 209,102	

**Community Center Monthly Activity
For the Year 2011**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Number of Users:													
Daily users	9,573	8,554	12,733	7,331	6,293	8,510	9,591	7,473	2,375	2,799	6,874	8,661	90,767
Members	33,665	30,575	34,019	29,225	25,468	24,211	24,352	23,544	23,660	26,968	27,680	29,395	332,762
Rentals	16,013	14,571	17,692	15,947	17,757	40,042	34,573	51,667	16,013	18,620	16,031	15,945	274,871
Total Users	59,251	53,700	64,444	52,503	49,518	72,763	68,516	82,684	42,048	48,387	50,585	54,001	698,400
Revenue:													
Admissions	\$ 54,768	\$ 50,219	\$ 82,024	\$ 37,760	\$ 32,531	\$ 48,104	\$ 57,434	\$ 41,854	\$ 19,315	\$ 26,823	\$ 35,198	\$ 58,481	\$ 544,511
Indoor playground	6,646	4,955	8,340	4,691	3,281	4,545	3,033	2,183	2,178	2,986	4,786	5,031	52,655
Memberships	134,134	82,408	85,134	64,611	61,088	69,882	64,747	69,299	77,050	85,320	115,092	202,422	1,111,187
Room rentals	22,729	19,569	29,892	16,023	24,736	20,859	19,322	18,740	22,956	21,955	10,411	23,107	250,299
Wave Café	20,526	18,871	25,987	17,064	15,650	15,441	16,165	14,920	10,577	13,462	12,687	14,228	195,578
Commissions	-	143	850	-	1,366	698	2,561	1,153	3,393	-	1,944	-	14,503
Locker/vending/video	(1,194)	3,591	2,745	3,128	2,566	3,560	3,243	883	1,842	2,649	1,596	4,997	29,606
Merchandise	1,006	1,018	1,492	1,340	948	1,826	1,546	1,204	1,014	819	879	632	13,724
Other miscellaneous	(80)	75	27	32	757	39	83	50	5	143	65	127	1,323
Building charge	-	-	-	-	-	97,000	-	-	-	-	-	1,441	98,441
Interest	-	-	-	-	-	-	-	-	-	-	-	20,674	20,674
Transfers in	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	297,000
Total Revenue	263,285	205,599	261,241	169,399	167,673	286,704	192,884	175,036	163,080	181,302	207,408	355,890	2,629,501
Expenditures:													
Personal services	84,388	104,891	105,118	99,020	100,804	107,049	156,509	108,982	96,532	99,084	104,360	185,734	1,352,471
Supplies	30,153	36,056	44,170	42,162	34,276	33,351	29,123	27,161	39,147	44,125	36,298	52,831	448,853
Contractual	22,538	31,672	36,485	42,242	48,682	54,629	63,436	44,224	56,475	65,557	40,038	94,564	600,542
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	137,079	172,619	185,773	183,424	183,762	195,029	249,068	180,367	192,154	208,766	180,696	333,129	2,401,866
Rev less Exp (monthly)	\$ 126,206	\$ 32,980	\$ 75,468	\$ (14,025)	\$ (16,089)	\$ 91,675	\$ (56,184)	\$ (5,331)	\$ (29,074)	\$ (27,464)	\$ 26,712	\$ 22,761	\$ 227,635
Rev less Exp (ytd)	\$ 126,206	\$ 159,186	\$ 234,654	\$ 220,629	\$ 204,540	\$ 296,215	\$ 240,031	\$ 234,700	\$ 205,626	\$ 178,162	\$ 204,874	\$ 227,635	

MOTION SHEET

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve the following payment of bills as presented by the finance department.

Date	Description	Amount
03/04/13	Accounts payable	\$15,794.68
03/07/13	Accounts payable	\$182,496.38
03/11/13	Accounts payable	\$2,401.80
03/14/13	Accounts payable	\$81,058.93
03/18/13	Accounts payable	\$349,115.68
Sub-total Accounts Payable		\$ 630,867.47
03/08/13	Payroll 125101 to 125146 960978 to 961169	\$155,245.91
Sub-total Payroll		\$155,245.91
TOTAL		\$ 786,113.38

ROLL CALL:	AYES	NAYS
Johnson		
Quigley		
Wickstrom		
Withhart		
Martin		

03/18/13

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ARCHETYPE SIGNMAKERS	COMMUNITY CENTER BUILDING SIGNS	220	43800	2180		002	\$96.42	\$96.42
AUSTINSON, JOHN	BASKETBALL REF FEB 25	225	43510	3190		002	\$69.00	\$69.00
BACHRACH, BRIANNA	DIVE IN (MARCH) AND SAFETY POSTERS	225	43590	2173		001	\$21.36	\$77.07
		225	43520	2170		002	\$55.71	
C & E HARDWARE	DOOR HANDLE REPAIR SUPPLIES	701	46500	2183		001	\$9.06	\$9.06
C & E HARDWARE	SHOP SUPPLIES	701	46500	2180		001	\$13.92	\$13.92
C & E HARDWARE	SHOP SUPPLIES	701	46500	2180		001	\$.71	\$.71
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590		001	\$607.42	\$607.42
ECM PUBLISHERS INC	AD IN BRIDAL PUBLICATION	459	43800	3190		004	\$209.48	\$209.48
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 03-01-13	101	20431				\$2,372.07	\$3,002.02
		101	20432				\$629.95	
GOPHER	COMMUNITY CENTER BASKETBALLS	220	43800	2180		003	\$803.34	\$803.34
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.53	\$15.53
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.53	\$15.53
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.41	\$16.41
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.44	\$16.44
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.57	\$15.57
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.57	\$15.57
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.57	\$15.57
GRANDMA'S BAKERY	CONTINENTAL BREAKFAST FOR RESALE	220	43800	2591		003	\$151.53	\$151.53
GRANDMA'S BAKERY	CONTINENTAL BREAKFAST FOR RESALE	220	43800	2591		003	\$151.53	\$151.53
GRANDMA'S BAKERY	CONTINENTAL BREAKFAST FOR RESALE	220	43800	2591		003	\$151.53	\$151.53
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
JONNYPOPS	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$224.00	\$224.00
NCPERS MINNESOTA	PERA LIFE INSURANCE: MARCH 2013	101	20413				\$240.00	\$240.00
PCM-G INC	NETWORK STORAGE DEVICE	422	40550	5800			\$1,821.13	\$1,821.13
PCM-G INC	NETWORK STORAGE DRIVES	422	40550	5800			\$428.50	\$428.50
PRAXAIR DISTRIBUTION INC	HELIUM FOR BIRTHDAYS	220	43800	2591		001	\$344.03	\$344.03
PRECISION DYNAMICS CORPORATION	CC WRISTBANDS FOR RESALE	220	43800	3390		001	\$1,972.00	\$1,972.00
RINKE, JOSH	REFUND CLOSING OVRPYMT-4402 HODGSON ROAD	601	36190			003	\$3.19	\$3.19
SOLA, REBECCA	MILEAGE & ICE SKATING SUPPLY EXPENSE	101	43400	3270			\$111.88	
		225	43580	2171			\$10.95	\$122.83
SORENSEN, MATTHEW	BASKETBALL REF FEB 25	225	43510	3190		002	\$69.00	\$69.00
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$1,104.91	\$1,104.91
XCEL ENERGY	LIFT STATIONS: ELECTRIC	602	45550	3610			\$707.14	\$707.14
XCEL ENERGY	PARKS: ELECTRIC/GAS	101	43710	3610			\$2,017.60	\$3,129.34
		101	43710	2140			\$1,111.74	

Total of all invoices: \$15,794.68

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COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
LINDNER, HEIDI	REFUND CLOSING OVRPYMT - 606 DONEGAL CIR	601	36190			003	-\$50.00	-\$50.00
ACE SOLID WASTE	DUMPSTER SERVICE CC AND PARKS	220	43800	3640			\$1,084.70	\$1,242.19
		101	43710	3950			\$157.49	
ACE SOLID WASTE	MAINT CENTER SOLID WASTE PICKUP	701	46500	3640			\$237.71	
ALLIED WASTE SERVICES #899	FEB ALLIED WASTE SERVICES	210	42750	3190			\$29,674.52	\$29,674.52
AMERICAN MESSAGING	SERVICES 3.1.13-3.31.13	101	40210	3190		009	\$4.26	\$4.26
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$479.43	\$479.43
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$107.94	\$107.94
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$1,205.49	\$1,205.49
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001	\$21.06	\$21.06
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001	\$14.28	\$14.28
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001	\$55.11	\$55.11
BLACKBURN MANUFACTURING COMPAN	ENGINEERING SPRAY PAINT	573	47000	5950			\$214.24	\$214.24
BULTENA, LOWELL	PASS REFUND	220	22040				\$200.00	\$200.00
CARLSON, MYRTLE	PASS REFUND	220	22040				\$70.00	\$70.00
CASSIDY, PAUL	SCHOOL'S OUT CAMP	220	22040				\$300.00	\$300.00
CERTIFIED LABORATORIES	REPAIR SUPPLIES CC	220	43800	2240		001	\$685.07	\$685.07
COMMERCIAL FURNITURE SERVICES	REPAIR SUPPLIES CC	220	43800	2240		001	\$80.16	\$80.16
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 03-08-13	101	21720				\$9,160.87	\$9,160.87
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS:03-08-13	101	20420				\$114.50	\$114.50
DAVIS LOCK & SAFE	REPLACEMENT KEYS CC	220	43800	2240		001	\$54.51	\$54.51
DOCK DOGS NORTHERN STARS	DOCK DOGS 50% DEPOSIT FOR SLICE	270	40250	3190		002	\$2,750.00	\$2,750.00
FEDERICI, DIANNE	KETTLEBELL TRAINING	220	22040				\$19.00	\$19.00
GENESIS EMPLOYEE BENEFITS, INC	VEBA CONTRIBUTIONS:03-08-13	101	20418				\$5,715.00	\$5,715.00
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 03-08-13	101	20431				\$2,342.43	\$2,342.43
HSIAO, HSIAN	PASS REFUND	220	22040				\$40.00	\$40.00
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE:03-08-13	101	21750				\$5,356.86	\$5,356.86
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS:03-08-13	101	20430				\$405.00	\$405.00
JERECZEK, VIRGINIA	PASS REFUND	220	22040				\$35.00	\$35.00
JONES, DAVID	SHORELINER SPEAKER	225	43590	3174		002	\$50.00	\$50.00
JORSTAD, SUSAN	AQUATICS - PRIVATE L	220	22040				\$137.00	\$137.00
KANSAS STATE BANK-GOVT FINANCE	CONTRACT LEASE PAYMENT/MARCH 2013	220	43800	3960			\$1,089.00	\$1,089.00
LABUHN, SCOTT	FACILITY REFUND	220	22040				\$300.00	\$300.00
LINDNER, BRENDA	REFUND CLOSING OVRPYMT - 606 DONEGAL CIR	601	36190			003	\$50.00	\$50.00
LINN, TAYLOR	VOLLEYBALL REF FEB 23,26,MAR 2	225	43510	3190		010	\$108.00	\$108.00
MATHESON TRI-GAS INC	CO2 FOR WHIRLPOOL	220	43800	2160		002	\$89.24	\$89.24
MCKUSICK, JON	BASKETBALL ASSIGNOR - WHOLE SEASON	225	43510	3190		002	\$186.00	\$186.00
METROPOLITAN COUNCIL ENVIRONME	SAC CHARGES FOR FEBRUARY 2013	602	20840				\$14,610.00	\$14,463.90
		602	34060				-\$146.10	
METROPOLITAN COURIER CORPORATI	ARMORED CAR SERVICES:FEBRUARY 2013	101	40500	4890		001	\$104.21	
		220	43800	4890		001	\$104.20	\$416.81
		601	45050	4890		001	\$104.20	
		602	45550	4890		001	\$104.20	
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE:03-08-13	101	20435				\$217.50	
MINNESOTA DEPARTMENT OF HEALTH	WATER OPERATOR RENEWAL CURLEY	601	45050	4330			\$23.00	\$23.00
MINNESOTA DEPT LABOR AND INDUS	BUILDING SURCHARGE REPORT: FEBRUARY	101	20802				\$1,423.52	\$1,395.05
		101	34060				-\$28.47	
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB:03-08-13	101	20420				\$35.00	
MINNESOTA FARMERS MARKET ASSOC	MFMA CONFERENCE: YOUNG	225	43590	3174		001	\$30.00	\$30.00
MN HELICOPTERS INC	2013 DEER COUNT	101	41100	3199			\$295.00	\$295.00
MOUNDS VIEW PUBLIC SCHOOLS	BUILDING SUPERVISOR-WINTER SPORTS	225	43510	3190		015	\$1,409.51	\$1,409.51

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
NOW SPORTS, INC	REPAIR SUPPLIES CC LABOR AND SPIN BIKES	220	43800	2240		002	\$64.17	\$64.17
OLD LOG THEATER	OLD LOG - MAHALIA	225	43590	3174		004	\$419.25	\$419.25
ON SITE SANITATION INC	SANITATION SERVICES FOR SLICE	270	40250	3950		006	\$1,653.07	\$1,653.07
PACK #233, CUB SCOUT	FACILITY REFUND	220	22040				\$50.00	\$50.00
PSYCHOSOCIAL RESOURCES, LLC	REFUND OVRPYMT ON ACCT-5026 TURTLE LN E	601	36190			001	\$4,662.59	\$4,662.59
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS:03-08-13	101	21740				\$29,040.07	\$29,040.07
RAMSEY COUNTY TREASURER	LIFE INSURANCE:MARCH 2013	101	20414				\$2,842.34	\$3,044.84
		101	20417				\$202.50	
RICOH USA INC.	MAINTENANCE: COPIES/PARKS	101	40200	3850		002	\$447.47	
RICOH USA INC.	MAINTENANCE: COPIES/MAINTENANCE CENTER	101	40200	3850		002	\$132.46	\$132.46
SCHOOL-TECH, INC	CART	225	43510	2170		016	\$172.84	\$172.84
SHORT ELLIOTT HENDRICKSON, INC	T-MOBILE AND SPRINT WATER TOWER ANTENNAS	601	22015				\$2,581.22	\$2,581.22
SWEENEY, FALLON	VOLLEYBALL REF FEB 23,26,MAR 2	225	43510	3190		010	\$135.00	\$135.00
T-MOBILE	WATER TOWER CARD FOR SCADA	601	45050	3190			\$63.04	\$63.04
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX:03-08-13	101	21710				\$21,843.50	\$56,382.22
		101	21730				\$27,992.02	
		101	21735				\$6,546.70	
TURCHIN, SHELDON	PASS REFUND	220	22040				\$60.00	\$60.00
U.S. BANK	2007A GO REV BDS/PAYING AGENT FEES	601	48300	6200			\$213.72	
		602	48300	6200			\$65.77	
		603	48300	6200			\$151.76	\$431.25
U.S. BANK	2004C GO CIP BDS/PAYING AGENT FEES	311	48130	6200			\$431.25	
U.S. BANK	2006B GO BDS/PAYING AGENT FEES	313	48100	6200			\$431.25	\$431.25
U.S. BANK	2004A GO BDS/PAYING AGENT FEES	376	48200	6200			\$107.21	\$431.25
		601	48300	6200			\$104.88	
		602	48300	6200			\$93.07	
		603	48300	6200			\$126.09	
U.S. BANK	2002B GO BDS/PAYING AGENT FEES	375	48200	6200			\$154.51	
		601	48300	6200			\$106.01	
		603	48300	6200			\$170.73	
U.S. BANK	2006A GO BDS/PAYING AGENT FEES	377	48200	6200			\$66.24	
		601	48300	6200			\$277.81	
		602	48300	6200			\$87.20	\$431.25
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS:03-08-13	101	20420				\$121.00	
WATKINS, ROBBIE	FACILITY REFUND	220	22040				\$50.00	\$50.00

Total of all invoices: \$182,496.38

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COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
LUNDGREN, SARAH	TUMBLING ROLLY POLLY	220	22040				-\$117.00	-\$117.00
C & E HARDWARE	CHLORINE	602	45550	2280		003	\$20.35	\$20.35
CASCADE BAY - CITY OF EAGAN	SD FIELD TRIP DEPOSIT	225	43535	3190		001	\$225.00	\$225.00
CUB FOODS	PRESCHOOL SUPPLIES	225	43555	2170			\$350.14	\$350.14
GENESIS EMPLOYEE BENEFITS, INC	ADMINISTRATION FEE:FEB 2013	101	20416				\$369.35	\$369.35
HEWLETT-PACKARD COMPANY	PC REPLACEMENTS	422	40550	5800			\$306.95	\$306.95
LUNDGREN, SARAH	TUMBLING ROLLY POLLY	220	22040				\$117.00	\$117.00
NASCO FORT ATKINSON	PRESCHOOL SUPPLIES	225	43555	2170			\$18.18	\$18.18
NEJAD, VAHEED	DODGEBALL REF FEB 27 & MAR 6	225	43510	3190		005	\$91.00	\$91.00
PLUGIN PAY TECHNOLOGIES INC.	FEB/RETAIL/CC FEES	220	43800	4890		002	\$233.86	\$298.50
		225	43400	4890			\$64.64	
PLUGIN PAY TECHNOLOGIES INC.	FEB/ECOMM/CC FEES	220	43800	4890		002	\$1.99	
		225	43400	4890			\$39.56	\$41.55
RECHERCHE LLC	GRAPHIC DESIGN WORK FOR ARTWORK	101	40200	4890			\$300.00	
TWIN CITY GEAR CO	PROPELLER SHAFT-TORO SNOWBLOWER	701	46500	2220		002	\$267.81	\$267.81
YOUNG, LESLEY	EXPENSE REIMBURSEMENT/SENIOR SUPPLY	225	43590	2174		001	\$93.72	\$112.97
		225	43590	2174		002	\$19.25	
								=====
						Total of all invoices:		\$2,401.80
								=====

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
AMAZON.COM	ACRYLIC FRAME SIGNAGE	101	40210	2180			\$41.70	\$41.70
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$458.43	\$458.43
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$1,435.40	\$1,435.40
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001	\$7.99	\$7.99
BIERBAUM, RALPH	FIRST AID	220	22040				\$96.00	\$96.00
COMCAST	CABLE FOR CC	220	43800	3190		001	\$224.39	\$224.39
COMCAST.COM	MODEM 2 INTERNET CHARGES	230	40900	3190		002	\$127.40	\$127.40
CULLIGAN	FILTER RENTAL	220	43800	3950			\$94.05	\$94.05
DEUSTERCO.COM dba PARAGON POPC	POPCORN MACHINE	220	43800	2180		006	\$494.00	\$494.00
ECKFELDT, JOHN H	REFUND CLOSING OVRPYMT-748 AMBER DR	601	36190			003	\$59.82	\$59.82
FACTORY DIRECT CRAFT SUPPLY.CO	COMMUNITY EVENT SUPPLIES	225	43590	2173		001	\$25.25	\$25.25
FLUID INTERIORS, LLC	REPAIR SUPPLIES CC	220	43800	2240		001	\$1,006.77	\$1,006.77
GAS PLUS INC.	PREMIUM FUEL	701	46500	2120		003	\$110.01	\$110.01
GEBRETSADIK, MENDEREN	FACILITY REFUND	220	22040				\$50.00	\$50.00
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.57	\$15.57
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.57	\$15.57
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.45	\$16.45
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.39	\$16.39
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.51	\$15.51
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.51	\$15.51
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.51	\$15.51
GRANDMA'S BAKERY	CONTINENTAL BREAKFAST FOR RESALE	220	43800	2591		003	\$151.53	\$151.53
GRANDMA'S BAKERY	CONTINENTAL BREAKFAST FOR RESALE	220	43800	2591		003	\$98.66	\$98.66
GRANDMA'S BAKERY	CONTINENTAL BREAKFAST FOR RESALE	220	43800	2591		001	\$98.28	\$98.28
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GREEN MILL PIZZA	COUNCIL MEETING SUPPLIES	101	40100	4890		003	\$42.84	\$42.84
HEALTH PARTNERS	HEALTH INSURANCE:APRIL 2013	101	20410				\$50,875.60	\$51,946.00
		101	20411				\$1,070.40	
LEE, MAI KUE	FACILITY REFUND	220	22040				\$100.00	\$100.00
LEEANN CHIN.COM	GOAL SETTING SUPPLIES	101	40100	4890		003	\$138.72	\$138.72
LINE DRIVE SPORTS, CORP.	BASEBALL CAMP (9 KIDS)	225	43510	3190		012	\$900.00	\$900.00
LORMAN EDUCATION SERVICES.COM	PUBLIC RECORDS/OPEN MEETING SEMINAR:HOFF	101	40200	4500		005	\$329.00	\$329.00
MADISON NATIONAL LIFE	LTD PREM OMITTED PAYMENT/MAY 2012	101	20412				\$106.56	
MCCAREN DESIGNS INC	MONTHLY HORTICULTURE SERVICE	220	43800	3190		007	\$1,278.23	\$1,278.23
MENARDS CASHWAY LUMBER **FRIDL	PAINTING SUPPLIES	601	45050	2280		005	\$20.23	\$20.23
MIDWEST SPECIAL SERVICES, INC	LOCKER ROOM CLEANING	220	43800	3190		002	\$156.30	\$156.30
MINNESOTA GFOA.COM	MEMBERSHIP RENEWAL: ESPE	101	40500	4330		006	\$60.00	\$60.00
MINNESOTA GFOA.COM	EVENT REGISTRATION: ESPE	101	40500	4330		009	\$15.00	\$15.00
MINNESOTA GFOA.COM	EVENT REGISTRATION: MALONEY	101	40500	4330		009	\$15.00	\$15.00
MINNESOTA GFOA.COM	MEMBERSHIP RENEWAL: MALONEY	101	40500	4330		006	\$60.00	\$60.00
MINNESOTA GFOA.COM	CAFR REVIEW: MALONEY	101	40500	4330		009	\$25.00	\$25.00
MY CABLE MART	CAT 6 CABLING FOR SERVER ROM	101	40550	2010		001	\$99.03	\$99.03
NORTHSTAR CHAPTER APA	MONTHLY MEETING: KUSCHEL	101	40500	4500		001	\$25.00	\$25.00
R.O.C.K	FACILITY REFUND	220	22040				\$84.60	\$84.60
RATWIK, ALLISON	SOCCER AGE 3-5	220	22040				\$60.00	\$60.00
SALISBURY, KAREN	FACILITY REFUND	220	22040				\$50.00	\$50.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
SEMPLE, PATRICIA	FACILITY REFUND	220	22040				\$300.00	\$300.00
SIBER SYSTEMS	ROBOFORM 10 USER LICENSE RENEWAL	101	40550	3860			\$199.50	\$199.50
SOLA, REBECCA	MILEAGE REIMBURSEMENT	225	43580	2170		003	\$7.48	\$86.24
		101	43400	3270			\$78.76	
SOLBREKK, INC.	SSL RENEWAL	101	40550	2180		006	\$31.49	\$31.49
SOLBREKK, INC.	CREDIT CARD REFUND FOR SSL RENEWAL	101	40550	2180		006	-\$31.49	-\$31.49
TAULBEE, JOSH	50% DEPOSIT FOR HIGH & MIGHTY	270	40250	3190		001	\$1,800.00	\$1,800.00
THE MELTING POT	SENIOR PORGRAMS TRIP	225	43590	3174		004	\$553.18	\$553.18
TIME MUSIC AGENCY	DEPOSIT FOR ROCKIT SCIENCE	270	40250	3190		001	\$1,250.00	\$1,250.00
TOKLE INSPECTIONS INC	INSPECTIONS SERVICES MAR 2013	101	44300	3090			\$2,931.60	\$2,931.60
TWIN CITIES HUMAN RESOURCE ASS	MEMBERSHIP (3 YEARS): ELLIOTT	101	40210	4330			\$225.00	\$225.00
U S BANK/REVTRAK	FEB 2013 CREDIT CARD FEES	101	40500	4890		008	\$63.19	\$10,039.40
		101	44300	4890			\$233.68	
		220	43800	4890		002	\$3,028.28	
		225	43400	4890			\$1,854.60	
		601	45050	4890		003	\$2,429.83	
		602	45550	4890		003	\$2,429.82	
ULTIMATE EVENTS	TALL TABLES FOR TASTE OF SLICE	270	40250	2180		001	\$229.56	
UNIVERSITY OF MINNESOTA	PAVEMENT CONFERENCE FOR PAT DUNN	101	42200	4500		002	\$175.00	\$175.00
VERMONT SYSTEMS, INC	UPGRADE VSI WEBSITE TO MATCH CITY'S NEW	101	40400	3190			\$1,250.00	\$1,250.00
VERMONT SYSTEMS, INC	ADDITIONAL WORKSTATIONS + ANNUAL MAINT	220	43800	3190		004	\$1,128.00	\$1,128.00
WALDOCH, GARY	REFUND CLOSING OVRPYMT-669 LAKE PINE DR	601	36190			003	\$27.13	\$27.13
YALE MECHANICAL INC	INSTALL TEMP SENSOR. REPAIRED VISIO PROG	220	43800	3810		003	\$535.16	\$535.16
Total of all invoices:								\$81,058.93

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ALLEN, DEANNE	CC MINUTES - 2/19/13	101	40200	3190		001	\$200.00	\$200.00
ALLEN, DEANNE	MINUTES - 2/26 PC, 3/4 CC	101	40200	3190		001	\$200.00	\$350.00
		101	44100	3190			\$150.00	
ALLIANCE BENEFIT GROUP INC	COBRA-SERVICE FEE	101	40210	3190		003	\$20.00	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTALS - MAINTENANCE CENTER	101	42200	3970			\$43.03	\$172.13
		601	45050	3970			\$43.03	
		602	45550	3970			\$43.03	
		603	45850	3970			\$21.52	
		701	46500	3970			\$21.52	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARKS	101	43710	3970			\$62.03	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARKS	101	43710	3970			\$60.33	\$60.33
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARKS	101	43710	3970			\$60.33	\$60.33
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARKS	101	43710	3970			\$60.33	\$60.33
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL CC	220	43800	3970			\$47.72	\$47.72
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL CC	220	43800	3970			\$47.72	\$47.72
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL CC	220	43800	3970			\$47.72	\$47.72
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL CC	220	43800	3970			\$47.72	\$47.72
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTALS - MAINTENANCE CENTER	101	42200	3970			\$42.19	\$168.73
		601	45050	3970			\$42.19	
		602	45550	3970			\$42.19	
		603	45850	3970			\$21.08	
		701	46500	3970			\$21.08	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTALS - MAINTENANCE CENTER	101	42200	3970			\$43.45	\$173.83
		601	45050	3970			\$43.45	
		602	45550	3970			\$43.45	
		603	45850	3970			\$21.74	
		701	46500	3970			\$21.74	
AMERICAN FASTENER	SIGN SUPPLIES & SHOP SUPPLIES	101	42200	2180		003	\$67.31	
		701	46500	2180		001	\$67.32	
BARSNESS, KIRSTIN	FEBRUARY CONSULTING	240	44400	3190			\$2,887.50	
		101	22020				\$918.75	\$3,937.50
		306	44100	4890			\$131.25	
BEACON ATHLETICS	BALLFIELD MARBLE DUST VARIOUS PARKS	101	43710	2260			\$460.00	\$460.00
BEISSWENGERS HARDWARE	PAINT AND PAINTING SUPPLIES	101	43710	2240			\$52.22	\$52.22
BKBM ENGINEERS INC	REPLACEMENT WATERSLIDE STAIR DESIGN FEES	405	43800	3810			\$1,912.50	
BOYER TRUCK PARTS INC.	PARTS FOR UNIT 215	701	46500	2220		001	\$241.33	\$241.33
BOYER TRUCK PARTS INC.	ENGINE SERVICE UNIT 204 BAD SENSORS	701	46500	3190		001	\$195.96	\$195.96
BRADLEY & DEIKE, PA	LAKEVIEW TERRACE CONSULTING	101	22020				\$255.00	\$255.00
CDW GOVERNMENT, INC	SERVER ADDITIONAL PARTS	422	40550	5800			\$918.42	
CRYSTEEL DIST. INC.	PLOW SUPPLIES	701	46500	2180		001	\$494.06	\$494.06
CRYSTEEL DIST. INC.	PLOW PARTS FOR UNIT 212	701	46500	2220		001	\$131.71	\$131.71
CRYSTEEL DIST. INC.	PLOW BLADES FOR UNIT 611	701	46500	2220		001	\$389.03	\$389.03
EAST CENTRAL DIESEL & EQUIPMEN	PLOW BLADES WINGS FOR UNIT 302	701	46500	2220		001	\$362.31	\$362.31
FERGUSON WATERWORKS #2516	CURB BOX LIDS/LESS CREDIT #CM001293	601	45050	2280		004	\$192.05	\$192.05
GOPHER STATE ONE-CALL	GOPHER ONE LOCATE CHARGE	601	45050	3190			\$22.53	\$90.10
		602	45550	3190			\$22.53	
		603	45850	3190			\$22.53	
		604	42600	3190			\$22.51	
GRAINGER, INC.	LIGHTS AND BULBS FOR BOOSTER	601	45050	2280		005	\$148.76	
GRAINGER, INC.	FLUORESCENT LIGHT BULBS	701	46500	2183		001	\$31.16	\$31.16
HAWKINS, INC.	POOL CHEMICALS	220	43800	2160		001	\$1,228.42	\$1,228.42

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
HAWKINS, INC.	1 TON CHLORINE	601	45050	2160		001	\$700.00	\$700.00
HEWLETT-PACKARD COMPANY	PC SPEAKER	101	40550	2010		001	\$17.10	\$17.10
HUGHES, GORDON	GOAL SETTING SESSION	101	40100	4500			\$2,175.00	\$2,175.00
INSTRUMENTAL RESEARCH INC	MONTHLY SAMPLES	601	45050	3190		004	\$225.00	\$225.00
KATH AUTO SUPPLY	PLOW HYD. OIL	701	46500	2130		001	\$112.75	\$112.75
LAKE JOHANNA FIRE DEPT	STATION REMODEL	405	41200	3190			\$130,214.50	\$130,214.50
LEXINGTON FLORAL	FUNERAL ARRANGEMENT	101	40200	4890		001	\$107.08	\$107.08
LIFEGUARD STORE, THE	FLOAT BELTS (15); LG MASKS (8)	225	43520	2170		002	\$165.00	\$225.00
		225	43520	2170		003	\$60.00	
LILLIE SUBURBAN NEWSPAPERS INC	LEGAL NOTICES	101	40200	3360		001	\$79.63	\$79.63
LILLIE SUBURBAN NEWSPAPERS INC	PT CUSTODIAN AD	101	40210	3360		001	\$492.00	\$492.00
MEMA	WALT JOHNSON MEMBERSHIP DUES 2013	101	41500	4330			\$40.00	\$40.00
METROPOLITAN COUNCIL ENVIRONME	SEWER SERVICE-APRIL 2013	602	45550	3670			\$144,679.50	\$144,679.50
MIDWAY SEWER SERVICE COMPANY	DRAIN CLEANING SERVICE	220	43800	3810		003	\$174.38	
MOORE MEDICAL, LLC	GLOVES & SPLINTS	220	43800	2200		001	\$304.82	\$304.82
MOORE MEDICAL, LLC	SPLINT	220	43800	2200		001	\$1.64	\$1.64
MUNICI-PALS ATTN CAROL AMMERMA	2013 DUES	101	40200	4330		005	\$25.00	\$25.00
NEWMAN SIGNS	SIGNS FOR BUCHER PARK TRAILS	101	42200	2180		003	\$73.23	\$73.23
NORTHERN ELECTRICAL CONTRACTOR	REPAIR SIREN - 694 AND VICTORIA	101	41500	3890			\$225.50	\$225.50
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40200	2010		006	\$37.91	\$86.93
		101	44100	2010			\$4.42	
		101	43400	2010			\$44.60	
OFFICE DEPOT	CALCULATOR: GRILL	101	42050	2010		001	\$40.60	
OFFICE DEPOT	CALL LOG BOOK	220	43800	2010		001	\$7.06	\$7.06
OFFICE DEPOT	VOID STAMP	220	43800	2010		001	\$2.89	\$2.89
ON SITE SANITATION INC	BUCHER PARK UNIT	101	43710	3950			\$14.16	\$14.16
ON SITE SANITATION INC	MCCULLOUGH PARK UNIT	101	43710	3950			\$14.16	\$14.16
ON SITE SANITATION INC	SHAMROCK PARK UNIT	101	43710	3950			\$14.16	\$14.16
ON SITE SANITATION INC	SITZER PARK UNIT	101	43710	3950			\$14.16	\$14.16
ON SITE SANITATION INC	THEISEN PARK UNIT	101	43710	3950			\$14.16	\$14.16
ON SITE SANITATION INC	WILSON PARK UNIT	101	43710	3950			\$14.16	\$14.16
POWER MUSIC, INC	SPRING 2013 GROUP FITNESS MUSIC	225	43530	2170		003	\$37.75	\$37.75
POWERPLAN	BOWL FOR AIR CLEANER ON CHIPPER	701	46500	2220		002	\$45.92	\$45.92
PRESS PUBLICATIONS	ACCESS SHOREVIEW-FEBRUARY 2013	101	40400	3390		003	\$270.30	\$270.30
PRESS PUBLICATIONS	ACCESS SHOREVIEW- DECEMBER 2012	101	40400	3390		003	\$228.00	\$228.00
RAMSEY COUNTY	FLEET SUPPORT FEE - FEBRUARY 2013	101	41500	3890			\$24.96	\$24.96
RAMSEY COUNTY	LAW ENFORCEMENT-MARCH MINUS CREDITS	101	41100	3190		001	\$42,105.51	\$42,105.51
RICOH USA INC.	BASE CHARGE ON RICOH 821 PRINTER	101	40550	3860		004	\$50.40	\$50.40
TOUSLEY FORD, INC	GRILL FOR UNIT 301	701	46500	2220		001	\$212.80	\$212.80
TOUSLEY FORD, INC	TURBO PARTS FOR UNIT 212	701	46500	2220		001	\$96.22	\$96.22
TWIN CITY SAW & SERVICE CO	CHAIN SAW SUPPLIES	701	46500	2220		002	\$32.04	\$32.04
TWIN SOURCE SUPPLY	CLEANING SUPPLIES	701	46500	2183		002	\$83.67	\$83.67
VIKING INDUSTRIAL CENTER	GAS MONITOR CALIBRATION	601	45050	2280		001	\$52.50	\$105.81
		602	45550	2280		001	\$53.31	
VOICE + DATA NETWORKS	AVAYA PHONE SOFTWARE	101	40550	2180		007	\$56.81	\$56.81
WAUSAU TILE INC	OUTDOOR TRASH COUNTAINER LID.	101	43710	2240			\$141.08	\$141.08
WSB & ASSOCIATES, INC.	STREET SIGNAL COUNSULTANT RED FOX #12-04	572	47000	5910			\$1,766.50	
YALE MECHANICAL INC	OXYGEN SENSORS FOR GARAGE	701	46500	3196		001	\$1,727.98	\$1,727.98
YALE MECHANICAL INC	INSPECTED AND REPAIRED FIRE DAMPERS	220	43800	3810		005	\$1,480.15	\$1,480.15
YOCUM OIL COMPANY INC.	OFF RD DEISEL FUEL	701	46500	2120		003	\$963.96	\$963.96
YOCUM OIL COMPANY INC.	ON RD DEISEL FUEL	701	46500	2120		002	\$3,855.84	\$3,855.84

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
YOCUM OIL COMPANY INC.	UNLEADED GAS	701	46500	2120		001	\$3,041.66	\$3,041.66
							Total of all invoices:	\$349,115.68

Purchase Voucher

City of Shoreview
4600 Victoria Street North
Shoreview MN 55126


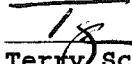
Voucher Number	33,349
Vendor number	01171 1 2013
Vendor name	METROPOLITAN COUNCIL ENVIRONMENTAL
Address	SERVICES 390 NORTH ROBERT STREET ST. PAUL MN 55101

Date	Comment line on check	Invoice number	Amount
03-06-13	SAC CHARGES FOR FEBRUARY 2013	02/2013	\$14,463.90

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

Return to:	
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Account Coding	Amount
602 20840	\$14,610.00
602 34060	-\$146.10

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by:  (signature required) Charlie Grill	
Approved by:  (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher
for all purchases between \$10,000 and \$50,000.
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
4600 Victoria Street North
Shoreview MN 55126

Voucher Number	33,459		
Vendor number	01276 1	2013	
Vendor name	HEALTH PARTNERS		
Address	NW 3600 PO BOX 1450 MPLS MN 55485-3600		

Date	Comment line on check	Invoice number	Amount
03-12-13	HEALTH INSURANCE:APRIL 2013	42889986/42889987	\$51,946.00

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?


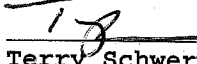
☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to:	
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Account Coding	Amount
101 20410	\$50,875.60
101 20411	\$1,070.40

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by:  (signature required) Jodee Kuschel	
Approved by:  (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
4600 Victoria Street North
Shoreview MN 55126

Voucher Number	33,376
Vendor number	00374 1 2013
Vendor name	LAKE JOHANNA FIRE DEPT
Address	5545 LEXINGTON AVENUE N SHOREVIEW MN 55126

Date	Comment line on check	Invoice number	Amount
03-07-13	STATION REMODEL	422	\$130,214.50

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Account Coding	Amount
405 41200 3190	\$130,214.50

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$

Reviewed by: Terri Hoffard
(signature required) Terri Hoffard

Approved by: Terry Schwerm
(signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
4600 Victoria Street North
Shoreview MN 55126

Voucher Number	33,339
Vendor number	00416 1 2013
Vendor name	METROPOLITAN COUNCIL ENVIRONMENTAL
Address	SERVICES SDS 12-1064 P.O. BOX 86 MINNEAPOLIS MN 55486-1064

Date	Comment line on check	Invoice number	Amount
03-05-13	SEWER SERVICE-APRIL 2013	1011617	\$144,679.50

Due April 1

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

[] Purchase was made through the state's cooperative purchasing venture.

[] Purchase was made through another source. The state's cooperative purchasing venture was considered.

[X] Cooperative purchasing venture consideration requirement does not apply.

Account Coding

Amount

602 45550 3670	\$144,679.50

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: <u>Debbie Engblom 34-13</u> (signature required) Debbie Engblom	
Approved by: <u>Terry Schwerm</u> (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
4600 Victoria Street North
Shoreview MN 55126

Voucher Number	33,432
Vendor number	01337 2 2013
Vendor name	RAMSEY COUNTY
Address	90 PLATO BLVD W. PO BOX 64097 ST. PAUL MN 55164-0097

Date	Comment line on check	Invoice number	Amount
03-11-13	LAW ENFORCEMENT-MARCH MINUS CREDITS	SHRFL-001202	\$42,105.51

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Account Coding Amount

101 41100 3190 001	\$42,105.51

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$

Reviewed by: Terri Hoffard
(signature required) Terri Hoffard

Approved by: Terry Schwerm
(signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve Resolution No. 13-28 accepting a donation from Shoreview Einhausen Sister City Association for the 2013 Slice of Shoreview in the amount of \$3255.00.

ROLL CALL: AYES _____ NAYS _____

JOHNSON _____ _____

QUIGLEY _____ _____

WICKTROM _____ _____

WITHHART _____ _____

MARTIN _____ _____

Regular City Council Meeting
March 18, 2013

TO: MAYOR AND COUNCILMEMBERS

FROM: SHARI KUNZA
MANAGEMENT ASSISTANT

DATE: March 18, 2013

SUBJECT: ACCEPTANCE OF AND APPRECIATION FOR SPONSORSHIPS
AND DONATIONS FOR THE 2013 SLICE OF SHOREVIEW

INTRODUCTION

The City of Shoreview may accept gifts for the benefit of its citizens in accordance with the terms prescribed by the donor. Minnesota Statute 465.03 requires that the City Council accept these gifts by resolution.

BACKGROUND

The Slice of Shoreview is an annual festival celebrating the quality of life in Shoreview. The three-day event takes place over the fourth weekend of July at Island Lake Park and incorporates a wide variety of family-oriented activities including a carnival, parade, art and craft fair, food vendors, displays and demonstrations, talent show, bike ride, music and entertainment, fireworks and a lot more.

All aspects of the Slice of Shoreview are financed by contributions from area businesses and individuals, as well as the City of Shoreview. Admission to the event is free for everyone and free parking is also provided. Within the past two years the Slice Committee has been able to build a healthy budget reserve, which allows them to pay in advance for entertainment and contracts.

All businesses that contribute to the Slice of Shoreview receive recognition through the local papers, the City's newsletter, Slice website and Channel 16.

ACCEPTANCE OF GIFTS/DONATIONS

On February 21st of this year, the Slice of Shoreview Days Committee, in conjunction with Shoreview Einhausen Sister City Association (SESCA), hosted the Taste of Slice fundraising event to kick off this year's sponsorship drive and to build community awareness and excitement about the festival. The Taste of Slice included a silent and live auction, bucket raffle, heads or tails game, and wine wall as well as food tasting from area restaurants and wine tasting from Minnesota vineyards. SESCAs held the charitable gambling permit for the event and donated the proceeds to the Slice of Shoreview Days in the amount of \$3255.

RECOMMENDATION

Staff recommends that the City Council adopt Resolution No. 13-28 accepting gifts/donations for the 2013 Taste of Slice fundraising kick-off event and expressing appreciation to SESCA and all the sponsors and organizations that donated prizes for the event.

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD MARCH 18, 2013**

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on March 18 at 7:00 p.m.

The following members were present:

And the following members were absent:

Councilmember introduced the following resolution and moved its adoption.

RESOLUTION NO. 13-28

**A RESOLUTION EXPRESSING ACCEPTANCE OF AND APPRECIATION FOR
DONATION FROM SESCA FOR SLICE OF SHOREVIEW**

WHEREAS, the City of Shoreview has received a monetary donation of \$3255.00 from the Shoreview Einhausen Sister City Association for the 2013 Slice of Shoreview.

WHEREAS, the City Council is appreciative of the donations.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Shoreview, acknowledges and accepts the donation with gratitude and that the donations will be appropriated to the 2013 Slice of Shoreview festival.

The motion of the foregoing resolution was duly seconded by Member and upon a vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted the 18th day of March 2013.

STATE OF MINNESOTA)

COUNTY OF RAMSEY)

CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified City Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council on the 18th day of March, 2013, with the original thereof on file in my office and the same is full, true and complete transcript therefrom insofar as the same relates to the acceptance of gifts for the 2013 Slice of Shoreview.

WITNESS MY HAND officially as such City Manager and the corporate seal of the City of Shoreview, Minnesota this 19th day of March, 2013.

Terry C. Schwerm, City Manager

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to enter into an agreement with Jacci Krebsbach as the Event Coordinator
for the 2013 Slice of Shoreview Event.

ROLL CALL: AYES _____ NAYS _____

JOHNSON _____ _____

QUIGLEY _____ _____

WICKSTROM _____ _____

WITHHART _____ _____

MARTIN _____ _____

Regular Council Meeting
March 18, 2013

TO: MAYOR AND CITY COUNCIL

FROM: SHARI KUNZA
MANAGEMENT ASSISTANT

DATE: MARCH 18, 2013

SUBJECT: 2013 SLICE OF SHOREVIEW DAYS EVENTS COORDINATOR
AGREEMENT

INTRODUCTION

In 2007 the City Council agreed to contract with an Event Coordinator for the Slice of Shoreview. This organizational change was necessary because the City could no longer provide its financial contribution to a volunteer organization. Therefore the Slice of Shoreview officially became a City sponsored activity and an Event Coordinator was contracted to work with the Slice of Shoreview volunteers. The City Council is being asked to again contract with Jacci Krebsbach as the Event Coordinator for the 2013 Slice of Shoreview event.

DISCUSSION

For a number of years, the Slice of Shoreview Committee coordinated an annual civic community festival known as the "Slice of Shoreview". The major focus of this event is a three-day festival held at Island Lake Park, located at I-694 and Victoria Street. The festival includes entertainment, arts and crafts, food vendors, carnival, car show, fireworks, the Slice of Shoreview parade and other family-fun activities. The City of Shoreview has entered into a contract with Jacci Krebsbach as the Event Coordinator since 2007 and is proposing to continue this practice for the 2013 Slice of Shoreview event.

The Event Coordinator will be responsible for the following:

- Soliciting members and working with the Slice of Shoreview Committee. The Event Coordinator will determine the exact nature of the role of the Slice of Shoreview Committee.
- Soliciting financial support from individuals, businesses and organizations including sponsorships of certain events. All donations, purchases and expense reimbursement will be managed and processed by the City in accordance with State law and City policies.
- Coordinating the following events or arranging for them to be conducted by other cooperating organizations:

- | | |
|----------------------------------------|----------------------|
| 1. Art & Craft Fair | 5. Fireworks Display |
| 2. Carnival | 6. Food Vendors |
| 3. Commercial & Non Profit
Displays | 7. Parade |
| 4. Entertainment | 8. Auxiliary Events |

According to the agreement, the City would pay the Event Coordinator \$6600 for planning, organizing and operating the Slice of Shoreview in 2013. Long-time event chair Jaci Krebsbach will continue to serve as the Event Coordinator.

RECOMMENDATION

Based on the foregoing information, it is recommended that the City Council enter into a contract with Jaci Krebsbach as the 2013 Slice of Shoreview Event Coordinator.

Slice of Shoreview Event Coordinator Contract

For a number of years, the Slice of Shoreview Committee has coordinated an annual civic community festival known as the "Slice of Shoreview". The major focus of this event is a three-day festival held at Island Lake Park, located at I-694 and Victoria Street. The festival includes, among other activities, entertainment, arts and crafts, food vendors, carnival, car show, fireworks, talent show and the Slice of Shoreview parade. The City of Shoreview acting through the City Council has determined that it is in the best interest of the City to enter into a contract with Jacci Krebsbach to coordinate the Slice of Shoreview event in 2013.

This Agreement is made to be effective the 18th day of March, 2013, by and between the City and Jacci Krebsbach, here in after referred to as "Event Coordinator".

Terms of Agreement:

1. The Event Coordinator will:
 - a. Plan, organize and conduct, in cooperation with the City staff, the Slice of Shoreview, which shall run Wednesday, July 24 through Sunday, July 28, 2013, at Island Lake Park and certain other locations within the City.
 - b. Be responsible for soliciting members and working with, a Slice of Shoreview Committee. The Slice of Shoreview Committee is an independent committee and is not affiliated in any way with the City in any manner whatsoever. The exact nature of the role of the Slice of Shoreview Committee shall be determined by the Event Coordinator.
 - c. Recruit, select, train and manage volunteers as are necessary to conduct the Slice of Shoreview.
 - d. Schedule, organize and conduct all meetings, if any, of the Slice of Shoreview Committee.
 - e. Advertise and promote the Slice of Shoreview.
 - f. Secure all necessary governmental permits for the Slice of Shoreview, including the parade and seek approval of street closings and other required action, and otherwise comply with all governmental regulations.
 - g. Arrange and work with public safety for the event.
 - h. Solicit financial support from individuals, businesses and organizations including sponsorships of certain events. All donations and expense reimbursement will be channeled through, managed and processed by the City. The Event Coordinator will follow the City's purchasing policies. All contracts must be approved and signed by the City Manager. The Event Coordinator shall not be entitled to any reimbursement for expenses unless approved by the City.

- i. Coordinate the following events or arrange for them to be conducted by other cooperating organizations:
 1. Art & Craft Fair
 2. Carnival
 3. Commercial & Non Profit Displays
 4. Entertainment
 5. Fireworks Display
 6. Food Vendors
 7. Parade
 8. Auxiliary Events
2. The Event Coordinator will undertake the work of this agreement as an independent contractor and not as an employee of the City. Neither the Event Coordinator, nor any other person, specifically including those who are serving on the Slice of Shoreview Committee, shall be considered or deemed to be agents or employees of the City for any purposes including, but not limited to, income tax withholding, workers' compensation and unemployment compensation as a result of this Agreement. The City shall determine the scope of work to be done by the Event Coordinator, but the Event Coordinator shall determine the legal means by to accomplish the required.
3. After the event is completed, the Event Coordinator may make recommendations to the City for honorariums to be paid to key event personnel. Honorariums will be dependent upon funds needed for the following year and the funds remaining in the account. Honorariums may be issued at the sole discretion of the City and not issued until the City received a final estimated event cost.
4. All services and activities conducted by the Slice of Shoreview shall be on a nondiscriminatory basis and in full compliance with all state and federal civil and human rights laws, regulations and rulings.
5. The term of this contract shall be from March 18, 2013, through December 31, 2013.
6. In exchange for the above services, the City of Shoreview agrees to pay the Event Coordinator a sum of **\$6,600.00 (six thousand six hundred dollars)**, which payment shall be made in two installments. First installment will be made on or by May 15, 2013, and the second installment will be made on or by August 31, 2013.
7. The Event Coordinator's rights and responsibilities under the Agreement shall not be assignable by the Event Coordinator.
8. The Event Coordinator shall perform its work at its own risk. The Event Coordinator shall indemnify and hold harmless the City, its agents, and employees from any and all liability arising out of the death or injury to any person, damage to property, or any other claim arising from, or related to, the Event Coordinator's performance of the provisions of the Agreement.

9. This Agreement represents the entire agreement of the parties hereto relating to the subject matter hereof, and any prior agreements, promises, negotiations, or representations, whether oral or written, not expressly set forth in this Agreement are of no force and effect. This Agreement may be modified only by a writing signed by both parties.
10. The Event Coordinator shall furnish the City with current certificates of coverage, and proof of payment therefore, for workers' compensation insurance, general liability insurance, motor vehicle insurance and such other insurance as the City may require from time to time.

The undersigned have read and understand the terms of this agreement and agrees to abide by its terms.

CITY OF SHOREVIEW

EVENT COORDINATOR

Sandra C. Martin, Mayor

Jacci Krebsbach

Date: _____

Date: _____

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve the quote from Yale Mechanical in the amount of \$42,270, plus applicable sales tax, for installation of a Liebert Heat Pump for the City's computer room.

ROLL CALL:	AYES _____	NAYS _____
JOHNSON	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

Regular Council Meeting
March 18, 2013

TO: MAYOR AND COUNCILMEMBERS

FROM: TERRY SCHWERM, CITY MANAGER
GARY CHAPMAN, BUILDING AND GROUNDS SUPERINTENDENT

DATE: MARCH 14, 2013

SUBJECT: COMPUTER ROOM AIR CONDITIONING REPLACEMENT

INTRODUCTION

The computer room located in the lower level of City Hall includes most of the City's network computer equipment. There is currently a stand alone air conditioning unit that is used to maintain this area at the appropriate temperature. This unit needs to be replaced with a modified cooling system to maintain the correct temperature range that allows the computer equipment to operate effectively.

BACKGROUND

The computer room on the lower level of City Hall includes all of the electronic network computer infrastructure which generates a significant amount of heat. This room requires a separate air conditioning system to maintain a temperature range that allows the City's computer network to operate effectively. The current stand alone air conditioning unit has required significant repairs and some modifications over the past few months just to maintain the required temperature range, and this system needs to be replaced.

After discussing the cooling needs of this room with mechanical engineers, it was recommended that the City install a Liebert Heat Pump unit in the mechanical room adjacent to the computer room. This heat pump would pull the warm air out of the room and replace it with cooled air. This project was not anticipated when the Council adopted the Capital Improvement Program, but is essential to maintain the temperature in the computer room within an acceptable range. If this room gets too warm, the City's computer system operates inefficiently and will shut down. Staff solicited quotes for the installation of the heat pump system from two mechanical contractors shown below:

<u>Contractor</u>	<u>Price</u>
Schadegg Mechanical	\$45,100
Yale Mechanical	\$42,270

Yale Mechanical has submitted the lowest quote for this work. Staff has worked with Yale Mechanical and has been satisfied with their work. The project would be funded from the City's fixed asset revolving fund.

RECOMMENDATION

Based on the foregoing information, it is recommended that the City Council approve the quote from Yale Mechanical in the amount of \$42,270, plus applicable sales tax, for installation of a Liebert Heat Pump for the City's computer room.



November 30, 2012

Mr. Gary Chapman
City of Shoreview
4580 Victoria Street North
Shoreview, MN 55126

Subject: Computer Room Unit Installation
Yale Project Number: P130342

Dear Mr. Chapman:

As per your request and our site visit, Yale Mechanical is pleased to present the following proposal for the above-subject project. Sizing of unit is based on the 14,000 watt equipment load you provided.

Work included as part of this proposal is as follows:

1. Furnish and install one (1) 5-ton Liebert Challenger split system. Floor set unit will be set in adjacent room and the condensing unit will be set outside on grade. Unit to come with electric heat.
2. Furnish and install supply and return distribution ductwork in Computer Room.
3. Furnish and install refrigeration piping between the indoor unit and the remote condensing unit.
4. Furnish and install condensate piping to drain.
5. Provide control wiring.
6. Provide electrical power wiring.
7. Provide permits.

We propose to do the work described above for the sum of **FORTY-TWO THOUSAND TWO HUNDRED SEVENTY DOLLARS (\$42,270)**.

Work not included as part of this proposal is as follows:

1. Overtime labor.
2. Modifications or repairs to existing systems or equipment.
3. Fire protection.
4. Fire/smoke dampers if required.
5. Sales tax on labor and subcontractors, if applicable.

This proposal is firm for thirty (30) days. If an extension is required, it must be obtained in writing.

All equipment that is found to be defective within the period of one (1) year following completion of installation shall be repaired or replaced by us at no cost to the purchaser.

This proposal in design and detail is Yale Mechanical property and must not be used except in connection with our work. All rights of design and detail are reserved.

Making Buildings Work Better Since 1939

220 West 81st Street • Minneapolis, MN 55420 • TEL 952.884.1661 • FAX 952.884.0295 • yalemech.com

Mr. Gary Chapman
November 30, 2012
Page 2

Payments shall be made by the tenth (10th) of the month on all invoices issued by the first (1st) of the month for all material and equipment installed or on hand and all labor performed. Final payment to be made within thirty (30) days after substantial completion of the work.

Thank you for the opportunity of allowing us to present this proposal to you. Should you have any questions regarding this matter, please do not hesitate to contact us.

Sincerely,

A handwritten signature in dark ink, appearing to read "M. Larson", with a stylized flourish at the end.

Michael D. Larson, LEED AP
Project Manager

/je



225 Bridgeport Drive, South St. Paul, MN 55075 ☐ Phone 651.292.9933 ☐ Fax 651.292.9923 January 17, 2013 www.schadegg-mech.com

Mr. Gary Chapman
City of Shoreview
4580 Victoria Street North
Shoreview, MN 55126

Re: Computer Room Unit Installation

Dear Mr. Chapman:

Work included as part of this proposal is as follows:

1. Furnish and install one (1) 5-ton Liebert Challenger split system.
2. Furnish and install supply and return distribution ductwork in Computer Room.
3. Furnish and install refrigeration piping
4. Furnish and install condensate piping to drain.
5. Provide control wiring.
6. Provide electrical power wiring.
7. Provide permits.

We propose to do the work described above for the sum of \$ 45,100.00

Work not included as part of this proposal is as follows:

1. Overtime labor.
2. Modifications or repairs to existing systems or equipment.
3. Fire protection.
4. Fire/smoke dampers if required.
5. Sales tax on labor and subcontractors, if applicable.

Sincerely,

Andy Gross

Andy Gross
Schadegg Mechanical

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No. 13-29 prohibiting on-street parking along the west side of Churchill Street, North of Highway 96 to Tomlyn Ave.

ROLL CALL:	AYES	NAYS
JOHNSON	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING
MARCH 18, 2013
MJM/

TO: MAYOR, CITY COUNCIL, AND CITY MANAGER

FROM: MARK J. MALONEY, PUBLIC WORKS DIRECTOR

DATE: MARCH 13, 2013

SUBJ: PARKING RESTRICTIONS FOR CHURCHILL STREET

BACKGROUND

The Public Works Department has received multiple requests for the establishment of parking restrictions for portions of Churchill Street from Highway 96, North to Tomlyn Ave. Because this request involves regulatory-type signs (STOP, parking, speed limit, etc.), State law requires that any changes or sign additions be ordered by the City Council.

DISCUSSION

The City has been involved in dialog with Churchill Street businesses regarding issues created by on-street parking in the area. This congestion creates a single lane of traffic and makes it difficult for delivery trucks and regular traffic to drive safely down the road. It also creates safety issues associated with cars entering/leaving the driveways to the properties. City staff has been in contact with the property owners and management personnel on this topic for the past few months; it appears at this time that the City should use its authority to help the situation on behalf of all the area businesses and business customers.

It is proposed to establish parking restrictions that would prohibit on-street parking on the west side of Churchill Street. It is recommended to prohibit parking on the west side for the following reasons:

- There are already areas on the west side where parking is compromised because of the locations of fire hydrants.
- A large percentage of the traffic to the area enters from Highway 96 to the south, and naturally looks for parking on the east side of the road. If the parking was limited to the west side, then the majority of vehicles seeking to park on the street would be forced to drive north past their destination and likely use a private driveway to turn around to go back south. This is likely to result in complaints from area businesses.
- The two busiest driveways along the road (US Bank and the Shoreview Mall) intersect Churchill Street from the west, and parking along the west side of the street creates a sight distance issue with users of those driveways.

The Lake Johanna Volunteer Fire Department strongly supports the designation of No Parking along one side of the street. Please refer to the attached map for the location of the No Parking area.

RECOMMENDATION

The adjacent property owners/managers have been notified of this recommendation; no additional comment has been received as of the date of this report. It is recommended that the City Council

approve the establishment of parking restrictions for a portion of Churchill Street. A resolution ordering the changes in regulatory traffic control is provided for consideration.

MJM\

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD MARCH 18, 2013**

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on March 18, 2013, at 7:00 p.m. The following members were present:

and the following members were absent: .

Member introduced the following resolution and moved its adoption.

**RESOLUTION NO. 13-29
ESTABLISHMENT OF PARKING RESTRICTIONS FOR
THE WEST SIDE OF CHURCHILL STREET,
NORTH OF HIGHWAY 96 TO TOMLYN AVE.**

WHEREAS, the City of Shoreview, as road authority, is responsible for traffic control on local city streets; and

WHEREAS, the City has received a request for revisions to on-street parking regulations for Churchill Street, a public street under City jurisdiction; and

WHEREAS, City staff has analyzed the request and reported findings and recommendations to the Shoreview City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SHOREVIEW, MINNESOTA THAT:

1. Parking restrictions are hereby established for the portions of the west side of Churchill Street, North of Highway 96 to Tomlyn Ave.
2. The Public Works Director is hereby directed to place No Parking signage along the above-described portions of Churchill Street.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____, and upon vote being taken thereon, the following voted in favor thereof: ;

and the following voted against the same: .

WHEREUPON, said resolution was declared duly passed and adopted this 18th day of March, 2013.

STATE OF MINNESOTA)
)
COUNTY OF RAMSEY)
)
CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 18th day of March, 2013, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to establishment of parking restrictions for Churchill Street.

WITNESS MY HAND officially as such Manager and the corporate seal of the
City of Shoreview, Minnesota, this 19th day of March 2013.

Terry Schwerm
City Manager

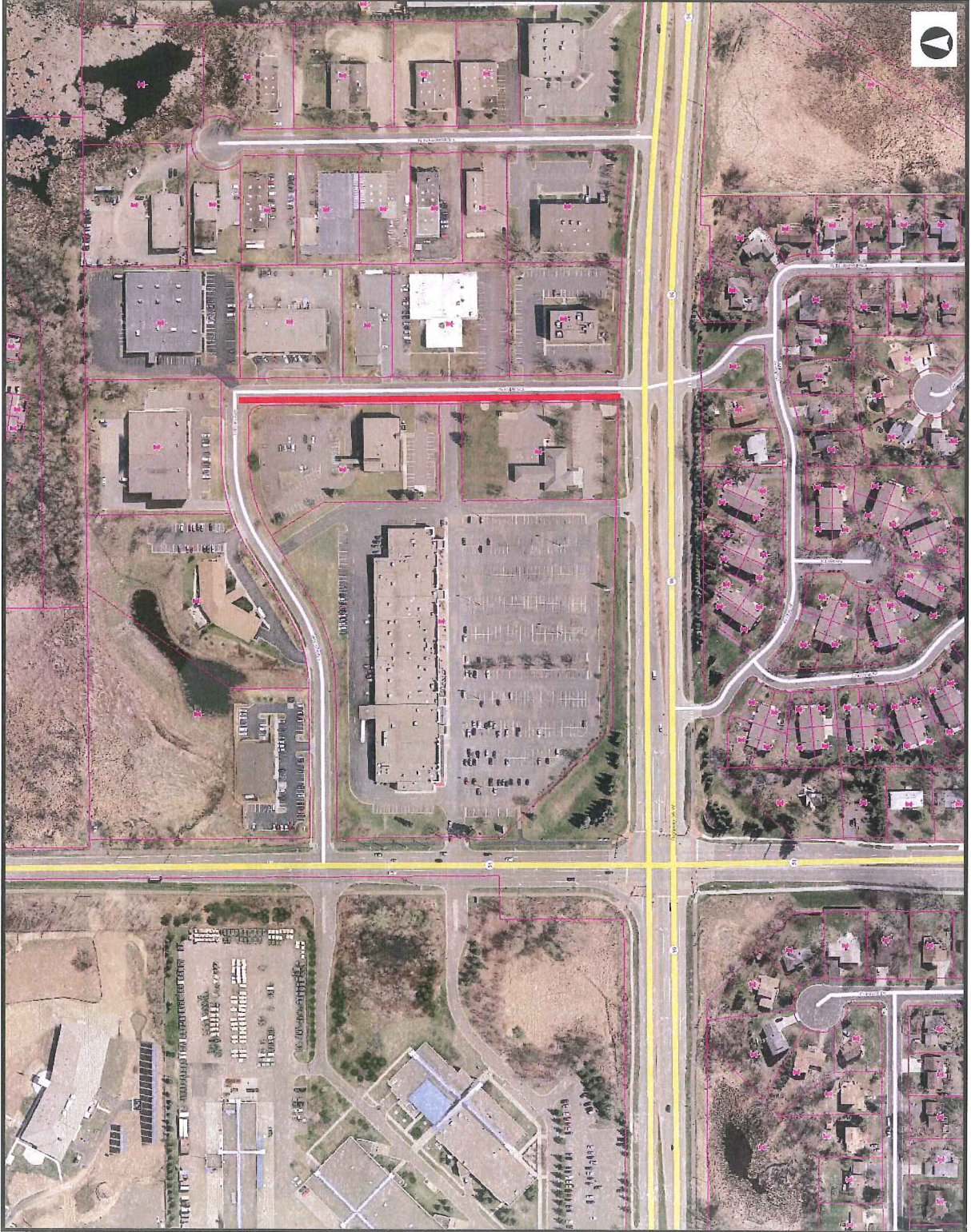
SEAL



No Parking on Churchill

Legend

- County Offices
- City Halls
- Schools
- Hospitals
- Fire Stations
- Police Stations
- Recreational Centers
- Parcel Points
- Parcels



Notes

3/13/13

653.7 326.87 653.7 Feet

0

653.7

NAD_1983_HARN_Adj_MN_Ramsey_Feet
© Ramsey County Enterprise GIS Division

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
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